|  |
| --- |
| **JOB TITLE: COMMERCIAL ACCOUNTANT** |
| |  |  | | --- | --- | | **Company:** Bisley | **Location:** Newport | | **Hours:** Monday-Friday 8:30am-5pm | **Reporting to:**  International Finance Manager | |
| **Company overview:**  Bisley designs and provides high-quality, reliable furniture for every working environment throughout the globe.  An established market leader in the UK; Internationally is where Bisley has seen the biggest growth in recent years. With further expansion into international markets and the implementation of a new pricing structure across the group additional resource is required to support this along with assistance in financial management of the commercial profit centres.  In particular, the need for a dedicated Commercial Accountant has become apparent. |
| **Key Strategic Objectives:**   * Oversee preparation of management accounts and strategic reports and ensure timely accurate reports are submitted into the group * Financially manage 3 UAE businesses remotely * Provide key financial commercial support to the group * Become a key contributor to the implementation and ongoing management of ERP software across the group * Become a key contributor to projects designed to refine and improve commercial operations across the group * Improve profitability by streamlining cost base and effectively supporting and structuring new business ventures |
| **Main Duties & Responsibilities:**   * Financially manage 3 UAE businesses including the preparation of management accounts, management of audits, implementation and adherence of business processes with 2 reporting staff based in UAE. With regular trips to Dubai to support. * Provide key financial, statutory and administrative advice and support to the GCC part of the group * Proactively look to reduce business risks to limit adverse commercial impacts * Develop an in-depth understanding of how each subsidiary and commercial profit centre operates. * Develop and maintain strong relationships with regional directors across 7 different countries * Perform detailed analysis of pricing structures across the group and police pricing to maximise profits whilst minimising adverse impact to business success * Become a key partner in the implementation of new ERP software across several sites. Thereafter look to continually improve the effectiveness of how the ERP software is used. * Become the key partner for the newly developed Direct Accounts Business * Support the development of new business ventures. |
| **Required Knowledge, Skills & Experience:**  This is a senior financial/commercial position requiring a minimum 8 years of experience within a finance function and 5 years within a commercial office furniture role.   * Degree level education in business/finance or recognised financial qualification * Minimum of 3 years experience in running a finance department * Fluent in Arabic essential (Other foreign languages desirable) * Experience of working in a sales environment * Strong understanding of commercial process in the office furniture industry * High level analytical skills to manage large volumes of sales data efficiently * Sound knowledge of statutory and administrative rules and regulations in UAE * Understanding of UAE VAT system * Previous experience of implementing ERP software (preferably SAP & SAGE) * High level of literacy within an ERP environment (preferably SAP & SAGE) * Proven Project Management skills * Good Communicator – verbal, written, strong interpersonal skills * Experience of working in an international environment * Ability to manage teams remotely * Ideally with an understanding of the office furniture market including sales channels, companies and products. |
| **Accountability:**  Performance will be measured by: -   * Accuracy and timely delivery of financial reporting * Delivery of commercial/financial support to aid project success and maximise profit * Effective day to day remote supervision of the financial operations in the UAE * Enhancing commercial relationships in the Middle East * Team player * Presentable, sociable, confident, loyal |
| **Remuneration & allowances:**   * Salary between £45k-£55k * Travel expenses * Mobile phone and laptop |
| *This job description is provided to increase the understanding between Manager and employee as to the main tasks of the position at this time. It is not intended to be exhaustive and it is likely that this document may be altered from time to time in line with company or departmental objectives or as the post-holder develops. Bisley expects that the post-holder will recognize this and will work flexibly within this general framework. Should significant changes to the job description become necessary, the post holder will be consulted and the changes reflected in a revised job description.* |
| *If you would like to put yourself forward for this role, or would like more information;  please email Chris Miller at* [*chris.miller@bisley.com*](mailto:chris.miller@bisley.com) |