

Management Accountant

Part time (approx: 3 days a week)

Job title: **Management Accountant**
Company: **Axian Consulting Ltd.**
Location: **Remote (occasional on site)**
Last updated: **September 2023**

Opportunity

Axian is a technology and consultancy business, working with pharmaceutical, biotech and medtech companies globally, with a focus on drug safety and risk management.

Our team is passionate about delivering innovative solutions which support the safe use of pharmaceutical products and improve health outcomes. As a company we embrace the challenge of helping our clients define, deliver and evaluate risk minimization programmes which leverage digital technologies to drive effectiveness and efficiency. Our underlying technology platform provides a scalable solution and helps support global consistency and compliance for our pharmaceutical clients.

You will become part of a technically strong team that endeavors to work smarter. We are supportive of each other and committed to balancing purpose and profit. The ethos of the company means that we consider the impact of decisions on our team members, clients, suppliers, community, and the environment.

Axian is an Equal Opportunities Employer, welcoming applications from all people, regardless of their race, sex, disability, age, religion, or sexual orientation.

Position summary

This role would suit someone who is looking to progress and assist with management accounting duties, whilst also being happy to undertake day to day transactional work.

The ideal candidate will have all round accounts experience and be looking to take a step up.

Key duties

- Supporting the Head of Finance
- Assist in the preparation of monthly management accounts
- Project Accounting (initially manually) assisting with move on to integrated Project accounting, reporting monthly and understanding any over/under spends
- Preparing and processing payments via BACS and allocating payments
- Processing expenses and credit card statements
- Raising sales invoices
- Preparation and submission of VAT Return
- Balance sheet reconciliations, including accruals and prepayments
- Gross Profit Analysis at both project and department level
- Maintain, implement, and improve internal controls and procedures
- Credit control - via phone, email and letter

Skills required

- At least 1-3 years experience in an accounting role
- Good spoken and written communication skills
- Strong analytical skills
- Commercial awareness
- Strong knowledge of Excel (pivot tables, v-look ups) and Word
- Confident, approachable and team orientated
- Show initiative and prepared to change working practice

To apply, email mcassidy@axian.consulting stating the position title and enclosing your CV.