

ROLE PROFILE

Job Title	Group Financial Reporting Accountant
Business Unit / Group Function	Finance
BU Team / Sub-Function	Group Financial Control
Location	Arete
Leader	Group Financial Control Leader
People Leadership	No
Job Level	4B
Role Purpose To support the provision of accurate, complete and timely statutory financial reporting information through maintenance of and compliance with a strong global financial reporting platform whilst ensuring to the Group Finance Manual and group wide accounting policies and guidance notes.	
Accountabilities <ul style="list-style-type: none"> • Support the delivery of the statutory financial reporting process through planning, compliance, accuracy and completeness of the group and subsidiary statutory accounts in line with legal requirements and in-house timeframes, including reporting to the Audit Committee. • Work with the Group Tax team to prepare the necessary disclosures for the Group and individual subsidiary statutory accounts. • Assist with the delivery of the group consolidation or the year end statutory financial reporting process ensuring compliance, completeness, and accuracy of all information. • Lead the day-to-day management of the statutory reporting process within the Group, ensuring appropriate guidance is issued to local finance teams and the relevant central finance functions are engaged in the process, and aware of key deadlines. • Build relationships with the external auditors to ensure all audit requirements are delivered in line with the statutory reporting timetable. • Develop a level of technical awareness and expertise in all areas of statutory reporting to enable the support and delivery of financial reporting and related team and function initiatives, including leading the training of local finance team and function initiatives, including leading the training of local finance teams and new joiners. • Support the development and ongoing maintenance of the Group Finance Manual, ensuring it remains up to date and reflects the changing business needs and regulatory environment. • Provide financial reporting support in respect of project requirements across the Group, including areas such as Company Bibles, acquisition accounting, corporate structure, accounting policy changes etc. 	