



Creating great homes together

Role Profile

Position

Assistant Management Accountant

Reporting to

What you can expect

We're a magnificent place to work, where talented and ambitious people enjoy rewarding, purposeful and fulfilling careers in an inspirational environment.

- Fast paced, commitment and drive to see tasks through to the end, on time and accurately.
- Working with talented, ambitious and approachable colleagues Work in a friendly and supportive team that encourages and supports new approaches and ways of working home working with some face-to-face meetings Flexible working hours & Pension Training & development, including involvement with projects.
- At Magna, we are committed to your growth and professional journey. We offer ample opportunities for further training and development, empowering you to excel in your career. Our comprehensive benefits package underpins our commitment to your well-being and includes a generous Pension Scheme, Health Care Cash Plan, Wellbeing Portal and Employee Assistance Program. These resources are designed to support both your mental and physical health, ensuring your success in both personal and professional aspects of life.
- We actively support our local communities and encourage employee involvement by offering one paid day per year for volunteer activities alongside access to Credit Union facilities and Colleague Voice. You will also benefit from Company Sick Pay and a competitive annual leave entitlement, which increases progressively with your length of service over the first five years.

What you are known for

- Being able to work to deadlines and under own initiative.
- Being curious about the data to ensure a clear understanding Ensuring work is accurate and setting yourself high standards Maintain confidentiality in line with organisational policy Communicating effectively.
- A good attention to detail an analytical way of working Being a valuable business partner.

What you take care of

- Supporting the Development Team and Treasury Management Your key responsibilities include Monitoring organisational bank balances, cashflows and arranging necessary payments Assist with populating and analysing Business Plan inputs Assist with annual budgets for Treasury and Development.
- Prepare and monitor all covenant compliance.
- Monitor loan security portfolio and partake in securitisation projects Review detailed transactions on new development schemes.
- Perform initial review of new development scheme project appraisals.
- Preparing financial information for our strategic partner Assist with regulatory returns.

What you need to be successful

- Experience of maintaining accounting records, extracting, preparing and presenting information to managers at various levels.
- Good technical accounting knowledge with ability to pick things up quickly Experience of preparing cashflows and monitoring cash balances and forecasting requirements.
- Excellent administrative and co-ordination skills good accuracy and attention to detail Taking the lead in being innovative with processes and reporting Strong Excel/Word skills – comfortable working with tables of data Passionate about treasury and numbers.

Qualifications required

Applicants with transferrable skills are encouraged to apply.

- AAT qualified and/or studying for an CCAB Accountancy qualification.