



Creating great homes together

# Role Profile

**Position**

**Rent & Financial 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.

- You'll be part of a team that supports colleagues to make a difference to people's lives and their communities.
- Directly influencing and shaping the Finance function at Magna.
- Work in a friendly and supportive team.
- Home working with some face-to-face training.
- Flexible working hours & Pension.
- Training & development opportunities, 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

- Communicating effectively.
- Key contributor of the senior finance team.
- Delivering against key finance timetables, such as statutory accounts, rent reviews, budget, and regulatory returns (e.g. SDR)
- Being the internal expert on Rent regimes, service charges and tax.
- High levels of integrity.
- Being able to work to prioritise work to meet deadlines and work under own initiative.

## What you take care of

- Lead the preparation of year end statutory accounts, from initial timetable preparation to sign off, applying technical expertise to ensure compliance to relevant standards for both Magna and Charter companies.
- Ensuring that financial systems, policies and procedures support a robust financial control environment.
- Review of control account reconciliations, maintaining compliance.
- Support the delivery of Regulatory returns such as SDR, Quarterly Surveys.
- Delivery of Income budgets, including for new developments.
- Key player in the annual rent notifications for upwards of £40m income, ensuring compliance with statutory requirements.
- Supporting compliance with service charge legislation, incl. sinking funds.
- Corporation Tax returns.

## What you need to be successful

- Ability to work with and challenge senior management.
- Good understanding of FRS102 & Housing SORP Accounting requirements.
- Strong planning and prioritisation skills.
- Clear understanding of Financial Regulations related to VAT, PAYE and Corporation Tax.
- Experience of Office 365, Excel in particular, Word an advantage too.
- Working independently and able to manage your workload.

- Strong understanding of Regulatory rent and service charge regimes.

### Qualifications required

Applicants with transferrable skills are encouraged to apply.

- CCAB qualified (CIMA, ACCA, ACA)

Approved: V1/