



FINANCE MANAGER

This is a rare opportunity to join a rapidly-growing SME at management level.

In 2018 Teamworks Karting expanded from 4 to 6 circuits under management, with turnover forecast to grow to £3M over the next financial year.

This new Finance Manager role reports directly to the Board, taking over responsibility for the business' financial management and reporting. The Finance Manager is responsible for overseeing the management accounts preparation with our team of 2 bookkeepers, and supporting the Board with accounts analysis/interrogation along with budgeting, forecasting and statutory accounting. This is a fantastic opportunity to work with a team of entrepreneurs in a rapidly growing niche business in an all-round finance role with excellent career progression opportunities.

ROLE SUMMARY

The Finance Manager will work closely with the CEO to manage and oversee the company's two bookkeepers and provide support to the company's managers and external stakeholders.

- Immediately take over the daily management and coordination of the bookkeeping, including training and oversight of bookkeepers.
- Within 3-6 months take over the monthly reporting cycle, preparing the monthly Finance Report for the Board.
- Within 6-12 months take on full responsibility for the finance department, providing financial support to underpin the company's growth plans.

RESPONSIBILITIES

- Oversee accurate and timely bookkeeping using Sage 50 Accounts, including balance sheet reconciliations
- Oversee monthly payroll cycle using Sage 50 Payroll
- Month-end routines including preparation of management accounts.
- Development of budgets and forecasts





- Oversee and suggest improvements for finance systems and controls
- Oversee administration of VAT and PAYE
- Liaise with external accountants to manage year-end statutory reporting
- Cash flow forecasting and management
- Advise the Board on expansion plans, dealing with finance stakeholders to raise and manage credit

You are an ambitious financial manager, with an employment history that includes overseeing accounts, payroll and management accounting.

You want to prove you can add value to a rapidly-expanding SME, giving the Board new ideas to support our ambitious growth plans across the karting, laser tag and vRacing markets.

HOURS

Permanent full time. Some flexible working may be available.

BENEFITS

Up to £30,000 initial starting salary, with rapid promotion prospects as the business continues to expand.

TO APPLY:

Please send your CV to mbryant@teamworkskarting.com

Successful applicants will be asked to complete an Application Form, which can be downloaded from: www.teamworkskarting.com/jobs

