

Role profile:

Group Finance Manager



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About Bruntwood

At Bruntwood, we are led by one purpose: Creating Thriving Cities. Our deep connection with the cities we work in sets us apart; and for more than forty years, everything we have achieved has been with this purpose in mind.

We create buildings, workspaces, innovation, retail, tech and science facilities that are connected, balanced, sustainable and inclusive. Places people want to live, work and play in.

Bruntwood Works, the division taking care of our work and lifestyle spaces, is changing the way people work by creating inspiring environments that help people and businesses to flourish across Manchester, Leeds, Liverpool and Birmingham.

Bruntwood SciTech, our science and technology division, owns and manages the largest portfolio of science and technology assets in the UK including prestigious locations such as

Manchester Science Park, Alderley Park in Cheshire and Platform in Leeds.

We aim to reflect the communities we work in. Welcoming diverse opinions, creative ideas and talent enables us to understand our customers and communities better, and see the world a little differently.

We're also committed to investing in areas where our expertise can have the most impact, with around 10% of annual operating profits going to local causes, both directly and through the Oglesby Charitable Trust. Proud supporters of the arts, we work alongside many organisations to elevate arts and culture across our cities, such as Manchester International Festival, as well as The Royal Exchange on the Bruntwood Prize for Playwriting.

Buildings and space is just the start of our story, we create thriving cities for all.

Shape your World

Everything we do comes down to our five values. In practice, these will mean something unique to every person at Bruntwood, but if you're considering working here, give them some thought. They've been at the heart of our story for over 40 years. Take a look at our [video](#) to find out more

We really believe that if you're brilliant to work with, you deserve brilliant things in return - from the big important stuff like up to 8% matched pension, 25 days holiday,

private healthcare, employee share scheme and enhanced maternity and paternity leave. Through to the "small perks" that help you out with the little things that matter just as much. At Bruntwood we might work hard, but we have the benefits and rewards in place to help you find that balance and enjoy life too.

**So, work with us and
shape your world..**



**Dream &
deliver**



**Never sit on
the sidelines**



**Be creatively
commercial**



**Pay attention
to detail
(it matters)**



**Be brilliant
to work with**



Role Profile

The role: Group Finance Manager **Salary:** Competitive

As a Group Finance Manager, you'll find yourself working with a team of talented people who are committed to driving financial improvement, processes and efficiencies. As a member of the Group Reporting team, you'll have a passion for accountability, setting high standards, raising the bar, and driving results through constant focus on improving existing and future state operations, systems, and processes. You'll be able to think big to create a long-term plan, but have exceptional tactical skills to drive day-to-day implementation. From developing forward-thinking analysis to generating management reports to scaling our automated financial processes, this role is an important partner and advisor to the business

Job purpose:

You'll be working within the Group Reporting team and report to the Group Financial Controller. You'll work closely with the commercial finance teams across the Group, building key relationships. The role will also work alongside our Group Reporting Manager and have exposure to our financial planning and analysis function, producing quarterly / weekly cashflow forecasts and quarterly profit and loss account forecasts

What you'll be doing:

- Preparation and responsibility for statutory and non-statutory reporting including statutory consolidations as required across the Group.
- Responsibility for preparation of consolidated and company only financial statements, including external review processes.
- Review and follow up on issues raised on production of accounts and forecasts.
- Liaison with the external auditors as part of Bruntwood Group's annual audit process.
- Ensuring that financial controls across the Group are robust and maintained.
- Work in partnership with the Group Finance Controller and Group Reporting Manager on complex accounting transactions across the Group, ensuring alignment with accounting standards.

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Role Profile

- Work in partnership with the Group Financial Controller and Group Reporting Manager on driving process improvements across reporting and associated systems.
- Work with colleagues across finance to complete quarter end reporting, to include producing and reviewing balance sheet reconciliations, consolidated balance sheet and management accounts pack.
- Assisting with the production of cash forecasting across the group, on a weekly and monthly basis, including liaising with commercial finance teams to collate forecast information.
- Support and development for Group Finance Executives.

What we're looking for:

- A qualified accountant (ACA/CIMA/ACCA), ideally with group accounting experience.
- Minimum educated to degree level 2.
- Excellent Microsoft office skills, especially excel.
- Strong analytical skills and ability to present and communicate financial information clearly and effectively.
- Effective analytical, complex problem solving, and communication skills. Able to combine impeccable business judgement and project management skills to establish and meet deadlines.
- Change agent - you are a positive influencer of change for the good of the business and you are highly adaptable and positive about change.
- Credible expert - earning respect in the business through capability, authenticity and being brilliant to work with.
- Organised, strategically focused, detail oriented with a high tolerance for ambiguity and a rapidly changing environment. You must have a 'can-do' attitude and be able to step up to the challenges of working in a fast paced, dynamic and developing business.
- Excellent with their communication skills to establish credibility and influence at all levels
- Skilled at using their judgement, initiative and ability to overcome obstacles and find creative solutions.

Benefits of working with us

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Ways of Working

- We understand the importance of work-life balance, so whilst we are primarily an office-based culture (it's what we do!), we also want to encourage flexibility and agility where possible. Our colleagues make use of our different spaces and find lots of ways to collaborate which enable them to find the balance that brings out the best in everything they do.



Holiday

- **28 days holiday** - plus your birthday!
- **Buy & sell** more holidays if needed
- **Sabbatical** of up to 12 months so you can take a career break after five years with us



Money

- Up to 8% matched **pension scheme**
- **Enhanced maternity & paternity leave** - plus baby bonus!
- **Discounts & cashback** at leading retailers
- **Life assurance** / death in service
- **Rewards** for long service



Health

- **Employee Assistance Programme** - 24/7 access to mental health, legal & financial support, including counselling
- **Free healthcare cash plan** for all colleagues so you can claim back medical expenses like optical, dentist & physiotherapy. We also offer
- **Free private healthcare** cover on an opt-in basis
- **Fitness classes**, free gym spaces & gym discounts
- **Healthy breakfasts** in our offices



Development

- **24 'Bruntwood Cares'** volunteering hours per year
- **Learning sponsorship**
- **Interest free learning loans** up to £2000 to pursue your passions
- **Mentoring scheme**



Travel

- **Interest free travel** to work loans
- **Cycle to work** scheme
- **Car park** discounts

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