

## Finance Analyst

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Green Energy Options (geo) are looking for an enthusiastic Finance Analyst to join their growing team. Based just outside Cambridge, geo prides itself on its friendly and supportive workplace that promotes diversity, embraces inclusion and cultivates respect for all individuals. geo has an energetic, positive working culture, with fantastic benefits including 25 days annual leave, continuous training and development opportunities, access to a free staff punt boat, 5% employer pension and much more!

Reporting to the Financial Controller

### Our Business

Based in Cambridge (UK) Green Energy Options (geo) specialise in the design, manufacture and support of energy management display and information systems for domestic markets across Europe. Our focus is helping consumers understand and manage their domestic energy (and water) consumption. As such we design, manufacture and support consumer products. Established in 2006 geo is now one of the leading home energy management system companies in the world having sold over 5 million systems. We are listed in the Sunday Times Tech Track 100 fastest growing UK tech Companies for a third year running and in 2017 we won a Queen's Award for Enterprise: Innovation. With major contracts to supply the UK smart metering programme, multiple connected home contracts and a growing distribution channel the company is continuing to experience substantial growth.

### The Position

This is a Finance Analyst role reporting to the Financial Controller. You will take responsibility for core financial management processes including preparation of the management accounts, cashflow forecasting, ledger maintenance and co-ordination of the outsourced company payroll. In addition, you will support the Financial Controller in financial planning and analysis (FP&A) activities, including the preparation of financial management reports regarding business performance.

### Essential Skills

- Part qualified accountant (ACA, ACCA, CIMA or similar)
- A track record of preparing management accounts and associated analysis
- Practical experience of cash flow management
- Excellent Excel skills

- Experience of working in a start-up or SME environment is desirable
- Experience of Microsoft Navision would be ideal
- Excellent written and verbal communication skills
- Meticulous, Proactive, and Enthusiastic
- A keen eye for detail
- The ability to prioritise tasks and work to deadlines

## Responsibilities

You are responsible for:

- Preparation of the monthly management accounts
- Oversight of purchase ledger, including processing key supplier accounts
- Cash flow forecasting
- Co-ordination of the outsourced payroll and associated journals and reconciliations
- VAT, EC Sales and Intrastat returns
- Supporting the Financial Controller with financial planning and analysis activities
- Provision of management information as required, both ad hoc and routine
- Contributing to the development and maintenance of Finance systems and models
- Assisting with audits
- Providing advice and cover for the Accounts Assistant where required
- Ad hoc duties as reasonably required

## Applications

To apply for this position please email your CV and Cover Letter outlining why you are interested and what you can bring to this role together with your salary expectations and availability to the HR team at [recruitment@geotogether.com](mailto:recruitment@geotogether.com)

