

JOB DESCRIPTION

Job title:	Financial Accountant	Role Holder:	
Reporting Lines:	Head of Finance - Corporate	Base Location:	London

1. Purpose

To support the Head of Finance (Corporate) in providing accurate and timely internal and external reporting to the Board, internal and external stakeholders in relation to financial reporting for the corporate entities. The Financial Accountant will also be required to provide timely and accurate financial reporting to the Lancashire Group, in accordance with Group accounting policies and procedures and timelines.

2. Responsibilities

Corporate Companies Reporting

- Assist with the monthly financial close process for the Lancashire Syndicate Group, including preparing journals, reconciliations and analytics. Monthly tasks include; accruals & prepayments, quota share calculation, intercompany, banking & investments, managing agency fees & PC, admin expense allocations, revaluations and consolidation entries.
- Calculate the tax provisions on a quarterly basis and book in Ledger.
- Assist with the preparation of the quarterly VAT returns.
- Prepare/review of quarterly management accounts, including P&L and Balance Sheet variance analysis to budget and analysis of any large or unusual items.
- Review the expense trend and P&L trend analysis and identify any items which need further investigation / correcting.
- Assist preparation of the Board pack for the CFO, highlighting any key movements on a monthly basis for P&L and Balance Sheet.
- Prepare the quarterly Lloyd's regulatory return for the managing agent.
- Annually, prepare statutory accounts and liaise with auditors on any matters arising.
- Annually, assist the tax advisors in the preparation of tax returns and review this prior to submission. Also, determine any tax adjustments to be booked to the accounts.

3. Essential Skills & Knowledge

- Newly qualified ACA/ACCA accountant.
- Strong financial, analytical and organisational skills.
- Experience of producing statutory accounts.
- Insurance (reinsurance) experience preferred but not essential.
- Strong excel skills including the use of pivots tables, lookups, etc.
- Articulate with excellent written and verbal communication skills
- Able to think creatively, highly driven and self-motivated. Able to roll up sleeves and work with team members in a hands-on capacity.

Lancashire Values

- Leadership, exhibiting passion and commitment in all aspects of Lancashire life and inspiring others to do the same, we are;
- Aspirational, aspiring to deliver a superior service for our clients, ourselves, and our business partners, we are;
- Nimble in our decisions, actions, and business processes, we are;
- Collaborative, valuing teamwork and a diversity of skills and experience and sharing in our success, and we are;
- Straightforward in conducting our business in an accountable, open, honest, and sustainable way.