

ROLE DESCRIPTION

Job title	Group Reporting Manager	Role Holder:	Matthew Pike and Edward Blocksidge
Reporting Lines:	Head of Group Reporting	Function / Location:	LISL/ London

1. Purpose:

The Lancashire Group is looking for a Group Reporting Manager who will report to and operate under the Head of Financial Reporting for the Group. The primary purpose of the role is to co-ordinate the Group financial consolidation process and prepare external financial reporting on an IFRS basis.

2. Specific Responsibilities

- Maintenance of the quarterly LHL Group close timetables and the year-end and half-year GAAP reporting timetables.
- Responsibility for managing inter-office reporting and consolidation process across the Lancashire Group;
- Perform data quality checks and key reconciliations to underlying systems;
- Provide input and analysis for the LHL press release, board & audit committee packs, Group CFO reporting pack, internal financial supplement and management accounts;
- Perform detailed analytical review of actuals against prior year and forecast;
- Preparation of the LHL Group Annual report, consolidated financial statements and note disclosures;
- Co-ordinate activities of service providers to complete iXBRL reporting for the Group;
- Preparation of BMA regulatory reports, specifically the LHL Group FCR;
- Develop knowledge and understanding of WDESK reporting tool. This role will become the SME for WDesk and assume administrator ownership and responsibility for consistent application across the Group.
- Maintain integrity of general ledger financial systems, MDS mappings, revaluation rules and business rules engine calculations;
- Support the activities of external auditors, ensure timely and efficient completion of the annual audit and half year review and monitor delivery of management letter points;
- Undertake the annual audit effectiveness review and prepare survey results and supporting memo for the audit committee;
- Work with the head of finance projects to develop increased efficiencies around the LHL Group reporting process and drive process change and improvements across the finance function;
- Research new IFRS accounting standards and developments and assist the head of group reporting in preparing technical accounting memo's as needed;
- Assist the head of group reporting in the development and maintenance of policies and procedures, controls and systems ensuring consistency of application across the LHL Group;
- Management of ad hoc projects independently, providing timely and accurate conclusions.

3. Essential Skills & Requirements

- Professional accounting qualification (CA, CPA or ACA);
- Solid experience post qualification experience, specifically gained in an insurance/reinsurance environment potentially within several business environments;
- Detailed knowledge and experience of preparing IFRS financial statements for re/insurance entities;
- Experience with Great Plains General ledger and WDesk would be beneficial;
- Knowledge and experience of BMA regulatory reporting requirements;
- Advanced and proven financial, commercial, analytical and problem-solving skills;
- Experience in a multi-currency, multi-jurisdiction environment;
- Must have excellent organisational skills with the ability to work on one's own initiative;
- Proficient with the Microsoft Office Suite of application with advanced skills in Excel and Word;
- Ability and willingness to work flexibly to meet business needs including extended hours if required; and
- Strong attention to detail with excellent organisation and time management skills.

4. Lancashire Values

- **L**eadership, exhibiting passion and commitment in all aspects of Lancashire life and inspiring others to do the same, we are
- **A**spirational, aspiring to deliver a superior service for our clients, ourselves and our business partners, we are
- **N**imble in our decisions, actions and business processes, and considerate of our environment and wider society, we are
- **C**ollaborative, valuing teamwork and a diversity of skills and experience and sharing in our success, and we are
- **S**traightforward in conducting our business in an accountable, open, honest and sustainable way.