

Financial Accountant Ireland

JOB TITLE:	Financial Accountant Ireland	REPORTING TO:	Head of Finance Ireland & Denmark
CONTRACT TYPE:	Permanent	LOCATION:	Drogheda, Co. Louth / Hybrid Working

Principle Objectives of Role

As a key member of a high performing finance team, reporting to the Head of Finance Ireland & Denmark, you will be responsible for overseeing the smooth and efficient management of the General Ledger and Reporting functions for the Irish Retail business. Assisting the Head of Finance with preparation of financial information for internal and external reporting, you will also support the implementation and enhancement of effective and efficient processes within the Certas Energy Retail Europe organisation. This role provides an excellent opportunity to gain responsibilities in a range of Financial and Business Partnering driven tasks and be a key player in both local and Ireland Finance activities.

Key Areas of Accountability

Financial Accounting

- Supporting the Head of Finance with month-end reporting to DCC Group including, preparation of monthly management accounts, monthly trading commentary and monthly checklists
- Supporting the Head of Finance with weekly forecast reporting, including commentary, and overview of the business
- Supporting the Head of Finance in preparation of annual financial statements and related schedules
- Co-ordinating with auditors (both internal and external) to ensure a smooth and efficient audit process
- Management of the month-end close process, including co-ordination with other members of the finance team to ensure timely completion of month-end tasks
- Ensuring that all key month-end reconciliations have been performed by the appropriate team member and reviewed by an appropriate supervisor
- Ensuring that a comprehensive month-end folder is prepared each month, containing all key month-end reconciliations, and supporting schedules for key balance sheet accounts
- Ensuring compliance with all financial control requirements (e.g. manual journals, key account reconciliations, etc)

Overhead Management/Reporting

- Co-ordinating with the accounts payable department to ensure that invoices are posted to the appropriate profit centres (site-level, network-level, central)
- Responsibility for month-end overhead accruals process
- Working with the Head of Finance to develop and maintain the Monthly Overhead Reporting in Qlikview
- Working with the Head of Finance to prepare and maintain site-by-site and network level P&Ls in Qlikview – including monthly allocation of month end accruals, and ensuring that team members tag all margin postings by profit centre and by material

Property, Plant and Equipment

- Overseeing the maintenance of a detailed fixed asset register for the business
- Ensuring that assets are depreciated appropriately
- Accounting for repairs/maintenance/upgrades

Taxation

- In conjunction with our tax advisors, ensuring that VAT returns, ROM 1 returns and corporation tax returns are prepared and filed in a timely manner

Property Management

- Ensuring that all lease/rental payments are correct and are made on time
- Managing capex spend
- Assisting with capex proposals

General

- Support the Head of Finance and Finance Director on ad hoc projects as and when required
- Co-ordination with other managers within the business for cross-cover, and for co-ordination of any tasks that impact on the financial reporting functions
- Interaction with external/internal parties including customers, auditors and DCC Group Compliance teams
- Keep up to date on relevant accounting issues that may impact on this business
- Perform role in line with all DCC Group HSE and other corporate policies
- Cross train with other members of the Finance Team to ensure adequate holiday / leave cover can be maintained and ensure that all major team tasks are always managed

Qualifications / Experience**Qualifications**

- Qualified or Part Qualified Accountant
- At least 5 years' experience in a similar role in a fast-paced environment

Experience

- A proven ability to work as part of a team
- Proficiency with Microsoft products
- Excellent Microsoft Excel skills
- Experience of SAP an advantage

Essential Competencies

- Strong attention to detail, with an ability and willingness to work in the detail and take a hands-on approach.
- Positive, can-do attitude, displaying a high level of commitment & motivation.
- Demonstrates a desire to grow and undertake additional responsibility.
- Highly organized and ability to adapt to quickly changing priorities.
- Demonstrates articulate and professional communication style.
- Demonstrates high levels of personal and professional standards.
- Possesses strong financial acumen.
- Ability to build strong business relationships.

Other Requirements

This job description is intended as a summary of the primary responsibilities and qualifications for this position. The job description is not intended as inclusive of all duties an individual in this position might be asked to perform or that may be required to do either now or in the future.

Certas Energy Retail Europe is an Equal Opportunities Employer

About Certas Energy Retail Europe & DCC plc

Certas Energy Retail Europe supports a network of more than 1000 retail forecourts across 5 European countries: France, Norway, Denmark, Ireland, and Luxembourg. From our Central Operations Hub based in Drogheda, we provide Finance, Pricing, IT and Procurement functions for each of the countries. The focus for the in-country team is site operations and network development. Energy transition is at the top of our agenda as we believe our sites are well positioned to enable decarbonisation in mobility.

We are a wholly owned subsidiary of DCC plc. DCC plc is one of Ireland's most successful organisations, headquartered in Dublin, and operating across three divisions Energy, Healthcare and Technology. DCC plc is listed on the London Stock Exchange and is a constituent of the FTSE 100. With annual sales of approx. €18 billion, it currently operates in 21 countries spanned over 3 continents, DCC employs more than 15,000 people around the globe. Being a part of our parent company means that while we retain the agility and local resonance of a smaller organisation, we also benefit from the strength and scale of our parent company.