

# Financial Control and Reporting Executive

**Employer:** East West Railway Company

**Location:** Milton Keynes

**Basis:** Permanent

**Role Summary:** Unique opportunity to support the development of a nationally significant infrastructure project currently in its initial stages through supporting the development and delivery of the Financial Controls and Reporting strategies across a challenging spectrum of stakeholders. Reporting to the Head of Finance, you will support them to fulfil this new organisation's expectations.

**Team dimensions:** Reporting directly to the Financial Control and Reporting Team Leader

## A little bit about us:

East West Rail is a new direct connection, linking communities between Oxford and Cambridge, including Bicester, Milton Keynes and Bedford by rail.

Oxford, Cambridge and the communities in between are renowned for their vibrant economy, educational excellence and scientific innovation. They deliver growth and prosperity both locally and for the whole country; connecting these two cities and the communities in between is crucial to the social and economic future of the region.

East West Railway Company was set up to accelerate the delivery of the East West Rail infrastructure and passenger services, bringing faster journey times and easing pressure on local roads.

We were set up by the Secretary of State for Transport in 2017 to do things differently. We aim to innovate, positively disrupt, and challenge the status-quo, leading to quicker and more cost-effective project delivery, and an improved experience for passengers and the communities we serve.

As we build our team, we're looking for people with the right skills and mindset so that we can innovate, positively disrupt and set new industry standards. Whether you've been working on some of the world's most exciting rail and infrastructure projects or can inspire us with your ideas and expertise from other sectors, we want to hear from you.

## Responsibilities and accountabilities

As Financial Controls and Reporting Executive for the East West Rail scheme you will:

- Support the management of internal and external financial reporting, ERP systems, control procedures and workflows
- Undertake corporate financial and programme accounting, and contract account management
- Support the management of EWR Co. working capital and cash to ensure business liquidity
- Coordinate performance reporting on the delivery of EWR Co.'s strategic objectives and value for money
- Assist the organisation in its compliance with Government financial reporting standards, policies and procedures
- Support the delivery of statutory accounting and management reporting including the preparation of an Annual Report
- Prepare information for the annual audit, liaising with external auditors
- Coordinate and prepare the necessary financial reporting information required by DfT Group Finance
- Assist in the management of transaction processing including but not limited to the payment of accounts payable, processing payroll, maintaining the chart of accounts, monitoring receipt of grants and other incoming funds
- Facilitate the integrity of financial statements, including rigorous balance sheet and income statement analysis
- Utilise and adhere to internal financial controls
- Facilitate the integrity and privacy of financial data
- Support the EWR Co. commitment to customer service and the customer journey
- Take responsibility of your own and others' health and safety and of those who may be affected in the day-to-day delivery of this role by adopting and working to the EWR Co. Health and Safety principles
- Co-operate with EWR Co. in all matters relating to health and safety, including following safe working procedures at all times
- Act as a role model for EWR Co.'s vision and values, behaving in ways that are in alignment with EWR Co.'s Ways of Working, encouraging and supporting others to do so
- Promote diversity in the workplace and adopt appropriate behaviour when interacting with colleagues

## Team dimensions

- Directly reporting to the Financial Control and Reporting Team Leader

Given the early stage of the project, it is likely that the nature of the role may evolve as the project progresses. It is also possible that other ad-hoc activities and duties may be required.

## Experience and skills

As Financial Controls and Reporting Team Member for the East West Rail scheme you will have at least 3 years' accounting experience in a similar role.

Your skills and experience will include:

- Recognisable experience in the management of corporate finances and accounts
- Demonstrable experience in the management of costs within budgetary constraints
- Strong analytical skills
- Experience in the preparation of financial and performance reports including an understanding of programme reporting
- Working knowledge of financial regulations, systems and procedures
- Experience of planning, budgeting and forecasting
- Strong people and team management skills with the ability to engage and manage stakeholders
- Excellent communication and presentation skills
- An appreciation for and interest in driving innovation and change in an established industry or organisation
- Experience and confidence in dealing with high levels of uncertainty and ambiguity in a constantly changing and challenging environment
- UK public sector experience is advantageous, UK rail and / or capital programme knowledge is also valued

## Education and qualifications

- Qualified Accountant (ACA, CIMA or equivalent)

You will need to have the right to work in the UK.

## What we offer:

- Competitive base salary
- Up to 20% bonus based on individual and company performance
- Up to 12% employer's pension contribution
- 33 days holiday a year (including bank holidays) + up to 5 days to buy
- Life insurance
- Employee Assistance Programme
- Perks platform with hundreds of discounts and freebies
- On-the-spot and annual awards
- Advanced learning and development programmes
- Great work-life balance and flexible working opportunities
- Enhanced family-friendly policies
- Exceptional IT tools

## Join the team!

Please send your resume and a covering letter explaining why you are interested in the role and meet the above experience requirements to: [recruitment@eastwestrail.co.uk](mailto:recruitment@eastwestrail.co.uk)