



Finance Analyst

nDreams is an exciting and innovative fast-growing business based in Farnborough, Hampshire.

Summary of the role:

The Finance Analyst role offers the opportunity for exposure to all of the company's key finance processes and the senior management team. You'll be expected to have a progressive mind-set and get involved in the spirit of continuous improvement that is embedded in the Finance team. The role reports into the Financial Controller.

Key Responsibilities:

- Support the Financial Controller in running the monthly rolling reforecast process to ensure that the Management Team has transparency over the forecasted results and cash runway
- Co-ordinate the annual budget process, with the Financial Controller, to provide the business with targets for the following financial year
- Assist the Financial Controller to create, maintain and improve a suite of financial reports to provide the business with timely, useful and reliable financial information
- Work with the Digital Distribution Manager to ensure revenue/sales data is aligned between the Finance and Sales teams
- Take day-to-day responsibility for the Video Games Tax Relief submission process and liaise with contacts at the British Film Institute (BFI) to ensure our games pass the certification process
- Work with the other Finance team members to report the monthly actual results to the business
- Support the Financial Controller with preparing the year-end results, statutory accounts and other regular compliance tasks on time
- Assist with processing purchase invoices, staff expenses, credit cards, reconciling the bank and petty cash, as needed
- Assist with processing purchase orders and reconciling revenue receipts between the online stores, the bank account and the accounting package, as required
- Monitor and report any risks or weaknesses identified in the accounting system to the Financial Controller and suggest improvements to process
- Get involved in value-additive business projects around your core responsibilities
- Other ad hoc duties for the Financial Controller, Operations Team and Management Team, as needed
- Provide ad hoc cover for the wider Finance team



Required Skills and Experience:

- 2 years minimum experience of working in a Finance team. Forecasting and business partnering experience preferred
- Strong understanding of accounting concepts supported by evidence of exam passes and/or from relevant and demonstrable work experience. Advanced Excel skills are a requirement
- Previous experience of SME accounting packages, for example:
 - Xero,
 - Sage,
 - Quickbooks
- A proactive, motivated, enthusiastic and outgoing individual who wants to grow and learn
- A willingness to embrace change and ability to multi-task
- The ability to work confidently and efficiently around colleagues, suppliers and customers
- Ability to work independently and in a team
- Excellent planning, organisation and prioritisation skills
- Excellent verbal and written communication skills
- Good working knowledge of MS Word, Powerpoint

Contract

- Full-time, permanent contract
- Salary, dependent on experience
- Location - Farnborough, Hampshire, UK.

Benefits

- Salary, dependent on experience.
- Full time, permanent contract.
- Farnborough, Hampshire, UK.
- Pension scheme
- Share Option scheme.
- Childcare Vouchers
- 20 Days holiday per year, increasing by 1 day for each year of service up to 25 days (+ bank holidays, 2 x duvet days & your birthday).
- Regular staff outings and social events.
- Bacon Mondays, Beer Fridays, Free fresh fruit etc