**Job Description**

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| **Position:** | Group Accountant |
| **About the Company, and working environment:** | CyanConnode is a world leader in narrowband radio frequency (RF) Smart Mesh Networks, headquartered in Cambridge UK, with subsidiaries in India, UAE and Sweden. Due to recent rapid growth the Company is now looking to recruit a Group Accountant to be responsible for compliance with the Group accounting policies and setting up all reporting relating to the projects of the Group. CyanConnode is an equal opportunity employer and we take pride in the diversity of our employees, valuing the special experience and expertise that people from different cultures and backgrounds bring to our business. We are a global organization with employees from many different countries and backgrounds in the UK and India. The ability to develop ground-breaking technologies is one of our key assets and our people make it happen. Open plan office with excellent facilities, adjacent to the world-renowned Science Park in Cambridge, with access to private meeting rooms and private car parking, and hybrid working environment. |
| **Directly reports to:** | Group Financial Controller  |
| **Direct Reports** | None |
| **Regularly interacts with:** | Group CFO, Group Financial Controller, Accounts Assistant, Executive Chairman, Office Manager, HR, Sales, Procurement, Engineering and Operation Teams in all territories, External Advisors. India finance and operations teams and Swedish entity  |
| **Primary location:** | Cambridge |
| **Travel requirements:** | Minimal |
| **Role description:** | We are looking for a highly ambitious Group accountant to join our Group accounting function to assist in the Group’s internal accounting and reporting, and to assist with the Group’s statutory reporting. The candidate will assist the Group Financial Controller in ensuring ongoing compliance with IFRS through the development of solid technical abilities and monitored controls across the group. This hands-on role has a balance between ensuring technical compliance whilst also working proactively with the various leadership teams to ensure accurate and timely financial reporting.  |
| **Primary responsibilities****will include:** | Responsible for internal and external reporting processes and providing technical support to the business to ensure accurate and timely reporting.Internal reporting requirements:* To assist the Group Financial Controller with the production and presentation of monthly financial and management accounts and Finance Board pack reports for the Group. This includes the preparation of reconciliations for the UK trading subsidiary.
* Take ownership of intercompany re-charges between parent company and subsidiaries and among subsidiaries. This includes the preparation of monthly reconciliations.
* Work closely with overseas subsidiaries and carry out monthly Group intercompany reconciliations
* Take ownership of monthly reconciliations and reporting of two UK entities
* Processing of monthly Group VAT returns through MTD
* Take ownership of General Ledger maintenance for the UK entities
* Assisting in the preparation of IFRS 15 calculations and supporting papers
* Assisting in the preparation of monthly cash flow and revenue forecasts
* Preparation of day 1 Group reporting to Group CFO
* Review stock movements and valuation and stock provisions on a monthly basis and at year end
* Take ownership of and maintain assets register
* Assist Group Financial Controller in R&D tax credit calculation and analysis
* Liaise with HR~ & Engineering to establish and maintain robust timesheet reporting system to monitor and report on a timely basis on all engineering costs relating to R&D and customer projects to allow accurate reporting under IAS38
* Assist Group Financial Controller with capitalization of R&D projects under IAS38
* Review POs to suppliers for UK trading subsidiary
* Attending Product Build meetings
* Support when necessary the transactional processing in AP, AR and banking.
* To support on a variety of ad hoc projects and initiatives as required
* Build strong relationships with CyanConnode teams across the Group to ensure you are working to your full potential and can be flexible when required

External reporting requirements:* Ensure adherence to appropriate and consistent procedures and controls
* Assist Group Financial Controller in production of interim and annual consolidated financial statements in accordance with required deadlines and accounting standards
* Assist Group Financial Controller in producing compliant and consistent statutory accounts for the Group
* Assist Group Financial Controller during the Group yearend audit
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| **Experience and skills****required:** | * Strong accounting executive with clear orientation to delivering results in a fast-paced environment
* Experience in pulling monthly financial accounts together along with managing month end judgmental provisions and financial adjustments
* Experience in project accounting would be useful.
* Experience in supporting or undertaking statutory filing processes, such as VAT, Tax, R&D tax Credits, Statutory accounts.
* Advanced Microsoft word and excel skills – essential
* Demonstrated ability of taking ownership and responsibilities
* Experience in a fast changing, fast-paced multi-national company, working in high performing teams to tight deadlines
* At least 3 - 5 years experience in a fast-paced environment
* Strong financial and commercial acumen
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| **Qualifications** | * Degree educated and at least or close to completing professional accounting qualification (ACA, ACCA, CIMA)
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| **Personal attributes:** | Ability to work effectively in a fast-paced environment, to identify issues in a timely manner, communicate them pro-actively to key partners, and lead to provide a business minded solution* A positive ‘can do’ attitude and analytical / problem solving skills
* Helpful, flexible, pro-active approach to work, a team player with a willingness to tackle both new and routine tasks
* Meticulous, attention to detail
* Dynamic, responsible and highly organized with the ability to manage multiple streams of work within defined timelines
* Ability to research and maintain own knowledge on detailed changes and updates to accounting standards
* Confident in addressing and escalating matters with colleagues in order to resolve underlying issues
* Strong oral and written communication skills with finance and non-finance staff, collaborative nature
* Strong interpersonal skills
* Critical thinking skills
* Strategic thinking
* Self-starter
* Ability to work independently
* Ability to work well under pressure and meet deadlines
* Comfortable working in a dynamic work environment
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| **Benefits:** | * 25 days annual leave
* Private health insurance plan (currently BUPA)
* Pension scheme with employer contributions
* Life cover (3 x salary)
* Share options
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| **Date document compiled:** | September 2024 |

This Job Description, along with any set yearly objectives, form the basis of the position and will be used to manage the employee who carries out the role. In addition or as an alternative to the ‘normal’ responsibilities as described, the employee may from time-to-time be required to undertake, on a temporary or regular basis, additional duties within their capabilities as the needs of the Company's business may require.

