



Position: Assistant Finance Manager

Location: Pride Park, Derby

Salary: Competitive basic salary, with an excellent benefits package

Here at AEGIS we pride ourselves on offering employees an inspiring combination of a stimulating environment at the cutting edge of engineering in the railway arena, a supportive and encouraging working culture where work/life balance is a key element, and the opportunity to develop their skills and experience with one of the fastest growing engineering consultancies in the industry.

The Role:

We have a requirement for an Assistant Finance Manager. The successful candidate will report to and support the Finance Manager with all aspects of the financial function within the business.

Key Responsibilities and Accountabilities:

Your responsibilities will include the following functions and activities:

- Assisting the Finance Manager with payroll for three AEGIS companies during holidays/absence
- Ensuring that day to day accounts for the AEGIS Group are managed, balance and are ready for the Finance Managers needs
- Assisting the Finance Manager with all aspects of finance and accounting across all AEGIS Companies, including but not limited to:
 - Preparing financial statements, reports, and forecasts for the business to ensure financial stability.
 - Reconciling PAYE, wages & pension control accounts
 - Preparing, submitting & reconciling VAT returns & EC Sales lists.
 - Compiling financial reports and supervising month-end processes.
 - Managing and monitoring metrics, KPI tracking, and reports for the financial department
- Providing training and support to staff members regarding financial processes

If you are interested and would like to discuss the role further, please send a copy of your CV to katygrace@aegisengineering.co.uk.