



## SENIOR LEADERSHIP OPPORTUNITY

# Director of Finance & Accounts

This is an exciting opportunity for a talented leader to join the senior team at Andras House, one of Northern Ireland's most dynamic and respected companies. We are recruiting for the role of Director of Finance and Accounts, to empower the growth of this innovative business to the next stage.

**£50m**

BUSINESS

**15**

HOTEL /  
SERVICED SITES

**Board**

LEVEL REMIT

## ROLE DETAILS

### LOCATION

Andras House,  
60 Great Victoria Str  
Belfast, BT2 7BB

### RESPONSIBLE TO

Managing  
Director

### RATE OF PAY

Commensurate  
with Experience



## THE BUSINESS

# A growth story with finance at the centre.

### ABOUT US

Andras Hotels is Northern Ireland's largest Hotel group with fifteen hotels and serviced apartment sites across Belfast and the north coast. The group has an extensive commercial property portfolio and operates two successful Health Clubs. We are rapidly expanding, with two new hotels under construction and further investments in the pipeline. We are dedicated to promoting tourism and hospitality across the country. We develop our people through our Andras and we are proud to be a Carbon Neutral business and signed up to Green Tourism.



PEOPLE + PLACE

### ABOUT YOU

You will be a driven and ambitious individual who has the skills and ability to help deliver our growth plans. You will have a strong background in accounting practice and experience of working in industry in senior roles. The successful candidate will be capable of stepping up to a Board level role, working with other Directors and Senior Managers in the group. This is a hands-on role and you will be happy to roll up your sleeves to provide practical assistance to your team and operational managers.



A GROWING PORTFOLIO

## Supporting growth.

The successful candidate will support our ambitions for growth, preparing feasibility studies for new projects, modelling cashflows, securing finance from funders and setting up systems as new projects come on stream.

You will work with other members of the Board to provide leadership across all areas of the business and to assist in developing the strategic direction of the group.

**£45m**

PIPELINE

**15**

HOTEL /  
SERVICED SITES

**FINANCE WILL HELP TURN  
THE NEXT PIPELINE OF  
PROJECTS INTO TRADING  
ASSETS.**

A senior role spanning feasibility,  
funding, systems and strategic direction.

# Financial leadership across the group.



## FINANCIAL REPORTING & AUDIT

The core of the job is to provide financial management for the group, across all areas of the business, including:

- Liaising with HMRC, auditors and other external stakeholders, production of monthly and year end profit and loss and balance sheet reports including group consolidated accounts.
- Implementation of monitoring controls to ensure full system and procedural compliance.
- Ensuring all statutory filing deadlines are met (to include statutory accounts, Companies House filing deadlines, PAYE, VAT and Corporation Tax returns).
- Working closely with external tax advisors to identify risks and opportunities.
- Leading the insurance relationship, ensuring statutory compliance.

## FINANCIAL CONTROL

- Support operational managers to achieve their target by providing financial information, developing and implementing financial procedures, and helping to manage variances.
- Lead the production of annual budgets and cash flow forecasts; manage cashflow to achieve the budgeted cash position and ensure compliance with financial covenants.
- Review all ledger accounts to reconciliation, including bank statements, assets, liabilities and credit cards.
- Oversee monthly and weekly payroll processing and reporting.
- Manage company-wide tendering and procurement, and manage debtors and creditors.

## LEADERSHIP PROFILE

**Build the team. Improve the system.  
Help shape what comes next.**



### TEAM MANAGEMENT

To lead and manage an effective accounts team, providing the support, training, development and motivation to help them to develop and maintain all necessary financial systems, to provide accurate financial information and implement financial controls.

### OPERATIONAL INNOVATION

Introducing new processes and systems and seeking ways to continually innovate is a key aspect of the role. Forging ahead with operational innovations, both within the accounts department and those that apply to operations, to drive productivity improvements and efficiencies.

## ESSENTIAL CRITERIA

### What you bring

- Fully qualified ACA, ACCA with 5+ years' post-qualification experience gained in a senior leadership role
- Strong senior finance experience within industry and/or practice
- Experience in financial planning including forecasting, budgeting, cashflow management and covenant compliance
- Demonstrated experience leading and developing finance teams
- Proven experience preparing management and year-end accounts within a multi-site environment
- Commercially and strategically minded, with the ability to operate at Board level
- Highly analytical with excellent MS Excel skills
- Strong communicator with the ability to translate financial information into commercial insight
- Practical and hands-on approach with strong influencing skills
- Experience of Netsuite and Sage Payroll is highly desirable.

**A FINANCE ROLE BUILT FOR THE NEXT STAGE OF ANDRAS HOUSE.**