



HANSARD

Role Profile: Financial Reporting Accountant

Our history

Hansard Global Plc is a company that has been listed on the London Stock Exchange since 2006. The focus of the Hansard group is the international sale of life assurance products with a primary focus being on unit-linked products to ex-patriate customers based in various countries around the world. There is a truly global feel to Hansard, with a workforce of over 180 employees based across the Isle of Man, UK, Ireland, Malaysia and Japan working together to achieve our goals.

Please visit [Hansard.com](https://www.hansard.com) for further information.

The Role

We are currently recruiting for a **Newly Qualified Accountant** to work within the Finance department, and specifically the Financial Reporting workstream. The Financial Reporting workstream is responsible for the accurate and timely production of financial information including statutory reporting, regulatory reporting, tax reporting, management reporting (including expense reporting, management accounts and board reporting), as well as being central to audit activity for the group.

As part of the finance function the Financial Reporting workstream also plays a significant role in respect of the financial control framework and risk management.

The role requires a professional accounting qualification, ideally with a background in or exposure to the Isle of Man Financial Services industry and a strong knowledge of audit processes and practices.

The successful candidate will be self-motivated, versatile and a team player. The role will require an involvement in a number of reporting activities, either supporting senior members of the team or taking the lead on activity, as required. An ability to work within a busy and varied Finance team and to provide support at a variety of levels is essential. The role does not have direct reports but the successful applicant would be expected to work with others and where necessary (in time) provide cross-training within the team.

Main Areas Of Responsibility

- Support the Finance Reporting team in producing the Group's monthly accounting outputs, including the timely preparation of management accounts and management reporting, including control aspects such as reconciliations and reviews.
- Support the Group's audit processes.
- Support the Group's statutory, regulatory and tax reporting processes, taking the lead on specific pieces of work as directed.
- Contribute to the continual improvement and development of the financial control processes to ensure the highest standards are maintained and that changes in legal and regulatory requirements are appropriately included into processes.
- Involvement in ad-hoc work and projects as necessary.
- Provide support and assistance to the wider finance team.

Personal and Professional requirements

	Essential or Desirable	Method of Assessment
Skills and Experience		
Qualified Accountant (ACCA, ACA or equivalent).	Essential	CV/ Interview
3 years accounting experience in a finance function or audit, with a specific focus on the financial services industry.	Essential	CV/ Interview
Specific knowledge or experience of working with an International Life Assurance company, whether as part of an audit or as a direct employee.	Desirable	CV/Interview
Experience of statutory audits.	Essential	CV/ Interview
Experience of working within a financial reporting environment, including working to deadlines and preparing internal and external reporting.	Essential	CV/ Interview
Ability to manage and prioritise own workload in a fast paced and challenging environment.	Essential	Interview
Self-motivated with the ability to communicate effectively at all levels.	Essential	Interview
Be able to work as part of a team, as well as the ability to work independently.	Essential	Interview
System Knowledge		
Competent in Microsoft applications, in particular Excel, Word, Outlook	Essential	CV/ Interview
Experience with SUN accounts or, other similar accounting packages	Desirable	CV/ Interview
Experience of Life Assurance administration systems	Desirable	CV/ Interview
Knowledge of SharePoint	Desirable	CV/ Interview