

**Career Opportunity****Role: Management Accountant****Location: Stansted, Essex**

AEM, with its head office at Stansted Airport, is a subsidiary of AMETEK. As part of AMETEK's Aerospace & Defense Division, AEM is one of the largest independent aircraft component repair and overhaul facilities in Europe.

We have a full-time vacancy, at our Stansted site for a Management Accountant; this is a permanent role and reports to the Director of Finance.

**Job Purpose:**

AEM is a performance driven company. The key to success in this position is to effectively partner the Director of Finance, to ensure that the Management accounts are maintained within the agreed AEM Ltd and Muirhead Aerospace targets.

**Main Tasks:**

- Preparation of Gross Profit Reports
- Monthly Journals
- Profit & Loss analysis
- Month end period end changeover process
- Preparation of Financial KPI's
- Month end, Quarterly, and Annual reports
- Preparation of management accounts pack (including HFM input & output)
- Monthly VAT returns and department of trade statistical returns
- Monthly update of fixed assets registers in US and UK Gaap
- Preparation of working capital information
- Reconciliation and analysis of nominal ledger
- Reconciliation of monthly overtime
- Annual P11D, class 1 NI and PSA returns
- Preparation of monthly accruals and pre-payments
- Balance sheet reconciliations
- Preparation of year end stats and tax packs
- Processing employee expenses
- Intercompany reconciliations and recharges
- Liaison with external auditors
- Compliant to Sarbanes-Oxley Act

**Qualifications:**

- Minimum of 8 GCSE's, maths & english need to be grade 4 and above (Essential)
- AAT Qualified (Essential)
- Part-qualified in either CIMA or ACCA or qualified by experience

**Experience:**

- Experienced in working within a busy finance department
- General understanding of business administration practice
- Able to meet deadlines under pressure with little support from outside their remit
- Ability to work on own initiative
- Highly proficient in micro soft package & applications, including excel (Essential)
- SAGE 50 (Desirable)

**Additional Information:****Salary:** Competitive, depending upon experience**Hours:** 37.5 hours per week, 8.30am – 5.00pm Monday – Thursday & 8.30am – 3.45pm Friday

**To apply for this role please submit your CV, with a covering letter and salary expectations to**  
**Janine Barber, HR Advisor [Janine.barber@ametek.com](mailto:Janine.barber@ametek.com)**