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# Example of Management Accountant Job Description

Our growing company is looking to fill the role of management accountant. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for management accountant

* Provide ad hoc financial analysis on projects for which they are responsible, recommending systems and reporting solutions as required
* Provide cover for other team members as required
* Other such duties as requested by the Head of Planning and Analysis and the Head of Financial Operations which are commensurate with the post
* Work with Business Analysis team producing project information to be used to assess the commercial health of the organisation
* Assist in complete production of the Revenue Reporting and Analysis process
* Preparation of Management Accounts - including commentary for board - explaining variances to budget and forecasts
* Ensuring a detailed P&L are available within company deadlines
* Handling relation ship with business unit management and ensuring the understanding of their needs
* Improving systems and processes - for month end, budgets and forecast presentation
* Business partnering with management and bringing solutions to challenges faced

## Qualifications for management accountant

* Weekly trading reports on detailed sales analysis, budgets and performance
* Monthly management accounts for both front margin and back margin
* Possess a natural questioning mentality with an ability to think on the spot
* A driven personality with clear ambition
* ACCA/CIMA part qualified or AAT fully qualified
* Someone who has progressed to Assistant Accountant level now looking for that next step