



Estate Office, Revesby, Boston PE22 7NB

An exciting opportunity has developed for a full-time
Financial Manager

Revesby Estate is a diversified, family-owned, historic Estate located in the heart of Lincolnshire. We seek a proactive and innovative individual who is keen to engage with new technologies.

The key roles and responsibilities are as follows:

Accounting

- Detailed enterprise accounting for several family-owned businesses
- Input of sales and purchase ledger using Key Prime Software
- Bank reconciliations
- VAT returns including full partial exemption calculations
- Preparation and monitoring of detailed budgets
- Generate monthly, quarterly and annual financial reports
- Attend Board Meetings
- Preparation of accounts for audit and liaise with external accountants

Property

- Managing all financial aspects of an extensive, diverse portfolio e.g. rentroll and recharges
- Set up and the ongoing management of Direct Debit collections

Payroll

- Processing time sheets
- Running Payroll using Sage software
- Pension administration

General Enterprise Support

- Input of variable cost invoices into Gatekeeper
- Contract administration

Key Skills and Qualifications

Proven experience in a similar financial role
Strong understanding of accounting principles and financial regulations
Excellent organisational and time-management skills
High attention to detail and accuracy
Ability to work independently and maintain confidentiality
Knowledge of agriculture and property is desirable but not essential

Competitive salary based on experience
Preferred Hours: 9.00 to 17.00 Monday to Friday

Please email your CV and application letter (giving your relevant experience and suitability) to

pw-d@revesbyestate.co.uk

Closing date 17/02/2025