



## Finance Assistant

Established in 1794, Henry Bath is a world leading storage and logistics provider specialising in the storage and shipping of Exchange-traded metals and soft commodities around the globe. Henry Bath is a founding member of the London Metal Exchange and is licensed by the world's premier commodity exchanges, including LME, ICE and CME to issue Exchange-Traded Warrants for metals and commodities.

### Overview of Position

The role is a full-time permanent position based in Liverpool, as our Finance Assistant you will report directly to the Finance Manager and you will be supporting the EMEA, US and Asia regions with any accounts related queries.

The role will involve a high level of commercial awareness whilst working in a team of six.

### What would you do as our Finance Assistant

- Assist the finance team to complete the monthly management accounts
- Assist with monthly contract profitability analysis and balance sheet reconciliations
- Assist in maintaining the company purchase and sales ledgers
- Prepare monthly income accruals and verify monthly revenue
- Bank reconciliations
- Accruals and prepayments
- Assist in the preparation of monthly VAT returns and annual budget
- Provide assistance to ensure we pay suppliers on a timely manner with reconciliation of creditors accounts
- Ensure strong internal controls are maintained
- Liaise with third party suppliers and customers to resolve issues
- Assist with the annual financial audit including liaison with external auditors
- Various ad-hoc and project work as required, and post various ad hoc journals as required for the completion of the month end
- Ensure adherence of processes to company's policies and procedures, internal and external audit requirements and local rules and regulations; support strengthening of financial processes and controls

### Who you are

You are a motivated team player with an ability to work on own initiative, with strong multitasking capabilities. You will have experience of working in an Accounts team within a fast paced environment and looking to develop your career within a global organisation.

## **Experience & Skills**

- AAT (3/4) accountancy qualification desired or qualified by experience
- Ability to work in a team or independently to resolve financial issues
- Working towards an understanding of accounting standards/regulations and how to apply them across the companies
- Methodical and accurate with strong attention to detail
- Strong IT and systems skills
- Excellent verbal and written communication skills

## **Rewards & Benefits**

- Hybrid Working
- Competitive salary
- Study support available
- 27 days holiday + public holidays
- Private healthcare (including direct family)
- Life and Group Income Assurance
- Up to 12% pension contribution
- Annual Discretionary Bonus

## **Who we are**

We are a diverse organisation who welcome different perspectives helping create an inclusive and forward-thinking culture across the globe with entities in the UK, Netherlands, Belgium, United States, Singapore and China.