



We are currently recruiting on behalf of Magma Aviation for a motivated **Assistant Management Accountant** to join their growing team based in Gatwick. The successful candidate will ideally be ACA/ACCA/CIMA part qualified, or studying towards one of these qualifications and must have a good understanding of management accounts and their preparation. We are keen to support the selected candidate for this position with their on-going career development and are therefore open to offer a study support package with this role.

A strong level of excel competency is essential for this role, as is a positive and flexible approach. It would also be beneficial for any candidate to bring experience in working with Sage X3 or Sage 200.

Although not an essential requirement, experience outside of practice would be desirable, particularly if this experience comes from a cargo airline or commercial aviation industry. However, candidates with only practice experience are still encouraged to apply.

If you are looking for a role where you can further your professional development in a fast pace and thriving business then please get in touch!

Magma Aviation commercially markets dedicated wide-body cargo aircraft capacity, contracted on an exclusive basis from third-party airlines.

The UK-based company currently manages a fleet of Boeing 747-400BCF aircraft and offers a range of ad hoc and regular flying capacity to freight forwarders, logistics providers, and charter brokers.

Whether it's moving perishable cargo from Africa to Europe, or a shipment of automotive components around the world - Magma tailors its services around the client's specific needs.

Magma Aviation is a subsidiary of the Chapman Freeborn Group, who combine over 45 years of experience with unrivalled global coverage to meet the air charter requirements of customers 24 hours a day, 365 days a year. The Chapman Freeborn Group is a family member of Avia Solutions Group, the largest aerospace business group from Central & Eastern Europe with 83 offices and production stations providing aviation services and solutions worldwide.

Avia Solutions Group unites a team of more than 7000 professionals, providing state-of-the-art solutions to aviation industry and beyond.

#### Purpose of Role

- To assist in the preparation of monthly management accounts for Magma Aviation, in line with group financial procedures whilst ensuring all targets are met.
- Assist the reporting management accountant manager with required reporting tasks and deputise in their absence.
- To work in line with the company Finance Strategy.

#### Key Job Responsibilities

## Management Accounting

- Assist in the preparation of monthly management reports ensuring all income and expenditures are recorded in the correct periods, which requires the following;
- Compare sales and cost of sales by project reference and make accounting adjustments as necessary to ensure gross profit is fairly stated.
- Review trip costings and ensure gross profit is fairly stated and accurately recorded in Sage.
- Review gross profit, expenses, other income and recharges. Ensure they are fairly stated and provide commentary for major variations.
- Review overheads, making accrual and deferral adjustments where required.
- Manage balance sheet accounts, ensuring accurate ledger maintenance for trade debtors and creditors, fixed assets, accruals, and deferral accounts etc.
- Seek to improve the quality and usefulness of reports on an ongoing basis.

## VAT returns / EC Sales lists

- Ensure all relevant preparations are made for the quarterly VAT returns and EC Sales lists to required timescales and ensuring full compliance with VAT regulations.

## Inter-company Reconciliation

- Prepare inter-company reconciliation accurately and to required timescales to enable debt recovery and payment of balances owed.

## Statutory Reporting / Audit

- Assist with the preparation of the audit file.
- Assist auditors as required to required timescales and ensure the auditors are furnished with all necessary documentation and explanations
- Utilise best practice accounting methods and ensure statutory accounting standards are met

## Accounts Receivable

- Assist (when necessary) in raising sales invoices accurately and to agreed timescales.
- Assist in the recovery of all debts owed to the company.
- Prepare weekly debtors reports with commentary on problem debtors and issue to management.

## Accounts Payable & Banking

- Assist (when necessary) in overseeing purchase invoices being entered into the accounting system accurately and on a timely basis.
- Assist (when necessary) in ensuring payments are made on time utilising any credit terms.
- Cover for any colleague absences assisting with the posting or purchase invoices, payments, and receipts into the accounting system.
- Cover for any colleague absences in raising required payments in the banking platform.

## Communication

- Participate in conference calls to ensure effective sharing of information and full awareness of others in the Finance Team and other offices.
- Treat sensitive data with care and in a confidential and professional manner

## Mentorship

- Effectively mentor junior members of the Finance Team

## Other

- To carry out any other duties within the competence of the role holder, as requested (including additional working hours as and when required).
- To travel when required in line with business needs.
- Be aware of and comply with the company policies.
- Keep up to date with industry changes, procedures and requirements relating to job role.

We offer a competitive salary and a great benefits package to the right candidate

**Recruitment agencies: please note we have an in-house recruiter alongside a preferred agency list which we review annually. Therefore, we do not accept any CVs or applications sent to us on a speculative basis. We are pro-active in reaching out to agencies if there is a business need so please refrain from calling us.**

Magma Aviation is proud to be an equal opportunity employer committed to workplace diversity.

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