

# Tom Smith

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**July 2022 - Present**

**Senior Accountant - Amplify Hearing Ltd**

## **Key Responsibilities**

- Management of a team of four producing monthly management accounts and annual statutory accounts
- Responsible for all financial information delivered to Joint Venture Partners across the UK
- Continuous development and maintenance of financial timetables, reporting, systems and processes.
- Responsible for staff training, appraisals and mentoring

**November 2021 - June 2022**

**Interim Financial Controller - Holden Decor Ltd**

## **Key Responsibilities**

- Direct management of a team of five covering Finance and Customer Service functions
- Production of management accounts, statutory accounts, budgets and cashflow forecasts
- Responsible for all HR, payroll, audit, banking and insurance requirements

**June 2018 - November 2021**

**Finance Manager - Vision Techniques Group**

## **Key Responsibilities & Achievements**

- Direct management of a team of three covering sales, purchase and nominal ledger functions
- Production of monthly management accounts, annual statutory accounts and annual budgets
- Management of cash resources, invoice discount facility and monthly/annual cashflow forecasts
- Joint project manager for the successful implementation of the Sage 200 ERP System
- Implementation of annual budgeting processes and periodic reforecasting exercises
- Modernisation of all management accounting and management information reporting

**May 2011 - April 2018**

**Subsidiary Financial Controller - Energy Assets Group**

## **Key Responsibilities & Achievements**

- Number one on-site Finance role managing a team of four part qualified and ledger accountants
- Production of monthly management accounts, revenue, expenditure and KPI reports for board review
- Maintenance of balance sheet reconciliations, fixed asset register and monthly stock reconciliations
- Development of business partner relationships with Sales, Operations, IT and HR functions
- Development of uniform pricing structures and job costings across the business
- Providing key financial information to potential buyers during periods of due diligence

**October 2007 - April 2011****Management Accountant - Places for People Group**

- Preparation of management accounts, statutory accounts, budgets and forecasts
- Production of monthly Group performance booklet and dashboard KPI's
- Monthly financial review meetings with operational managers and directors

**June 2004 - October 2007****Trainee Accountant - Countrywide Assured plc**

- Daily management of company bank accounts and international balance positions
- Preparation of monthly overhead expenditure, capital expenditure, accruals and prepayments
- Assisting Financial Accountants with half year and year end statutory accounts

**August 2001 - June 2004****Accounting Technician - EK Williams Limited**

- Production of monthly management accounts for Esso and Shell petrol retail agencies
- Daily liaison with clients and off-site consultants to resolve financial queries
- Supervision and training of new members of staff

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**Education History**

- **Chartered Institute of Management Accountants (CIMA)**
  - Qualified 2010
- **University of Salford**
  - Diploma of Higher Education (DipHE) Accounting
- **Canon Slade School / Sixth Form**
  - Ten x GCSE Passes / Four x A Level Passes

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**Employer References**

Human Resources  
Amplify Hearing Ltd  
India Mill Business Centre  
Bolton Road  
Darwen  
Lancashire  
BB3 1AE

Human Resources  
Vision Techniques Group  
Phoenix House, Phoenix Park  
Blakewater Road  
Blackburn  
Lancashire  
BB1 5SJ

Human Resources  
Energy Assets Group  
2 Arkwright Court  
Commercial Road  
Darwen  
Lancashire  
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