



Job Description

**Financial Controller
(Maternity Leave Cover)**

Date: July 2018

Mobacar

Mobacar is an intelligent car mobility company with offices in Kerry and Dublin. We are fundamentally changing the relationship between cars and people. We have operated in the global travel mobility space for a number of years radically improving the car rental and airport transfer experience for customers. We strive on creativity and the successful growth and development of our team. Our technology, our team and our products are gaining global acclaim for our innovation and approach. Every new team member is carefully selected to ensure not only that Mobacar will continue to disrupt the global travel mobility industry but that each new team member has a clear path to grow and develop.

Position

Financial Controller – maternity leave cover fixed term contract. You will report directly to the CFO and will be based in Killarney, Co. Kerry.

Job Description

As Financial Controller, you will be responsible for the high performance and on-time delivery of the Company's finance function with the overall aim of supporting the front-line business.

The responsibilities include:

- Preparation and reporting of monthly management accounts
- Daily/monthly transaction processing e.g. AR, AP, commissions payable & receivable, prepayments, accruals, and fixed assets
- Treasury management including monthly cashflow forecasting and daily monitoring of same
- Preparation and monitoring of annual budget and monthly forecasting
- Manage all regulatory compliance including VAT, Payroll taxes, CSO and CRO/Companies House returns (Ireland and UK)
- Preparation of commercial & pricing models for new business opportunities
- Preparation and submission of R&D claims
- Manage HR function including monitoring and processing requests for leave, responding to employee queries, and processing monthly payroll
- Ownership of the statutory audit process including preparation of audit files, liaising with audit team and review of financial statements
- Provide on-going support to the Senior Management team on all financial related matters
- Constant evaluation and improvement of financial systems and internal controls to ensure they are at all times in line with company policy and best practice
- Any other adhoc duties as required by the business

Experience and Background

The ideal person will be capable of operating under pressure whilst also ensuring that the highest standards are met in relation to financial management, corporate governance and regulatory compliance.

- Qualified Accountant (ACA, ACCA or equivalent), minimum 3 years PQE
- Advanced skills in Excel and other Microsoft Office applications
- Excellent organisation and attention to detail skills
- Ability to work on own initiative
- Excellent written and verbal communication skills

Contact: Send your CV to careers@mobacar.com