

finance manager

Reporting to: **Managing Director /
Chief Financial Officer
(CFO)**

Employment Type: **Permanent**

Job Type: **Full Time**

Location: **Pride Park, Derby**

purpose of role

This is an exciting opportunity to join Twyford Care Group at a pivotal stage in our growth journey. As we continue to expand through organic growth, strategic acquisitions and the development of new services, we are seeking an ambitious Finance Manager to help shape the future of our organisation.

Reporting directly to the Managing Director and Chief Financial Officer (CFO), you will lead the day-to-day financial operations of the Group, ensuring robust financial management, accurate reporting, effective financial controls and meaningful commercial insight that supports key strategic and operational decisions.

The successful candidate will play a central role in strengthening and modernising the finance function by implementing and developing financial systems, enhancing reporting capabilities, driving process improvements and supporting the commercial initiatives that will enable the organisation to achieve its ambitious long-term growth plans.

financial management

- Lead the day-to-day finance function across Twyford Care Group and associated companies where required.
- Maintain accurate financial records, ensuring all income, expenditure, assets and liabilities are recorded correctly, in a timely manner and in accordance with statutory requirements and company policies.
- Ensure robust financial controls and continuously review processes to improve efficiency and accuracy.
- Monitor company cash flow and working capital, identifying risks and opportunities.
- Manage company bank accounts and payment processes.
- Manage relationships with external accountants, banking partners, software providers and other financial stakeholders.
- Support the preparation of year-end accounts and work closely with external accountants.

financial reporting

- Prepare accurate monthly management accounts, including Profit & Loss, Balance Sheet, Cash Flow statements, variance analysis and supporting commentary, within agreed reporting deadlines.
- Support month-end and year-end close processes, ensuring all reporting deadlines are achieved.
- Analyse financial performance, identifying trends, risks and opportunities, and report findings.
- Develop accurate financial and operational KPI reports, dashboards and MI to support effective operational and strategic decision-making.
- Present financial information clearly to the Directors, CFO and management.
- Produce ad hoc financial reports and analysis as required, whilst continuously enhancing reporting capabilities to improve financial visibility across the organisation.

how to apply

If you're looking for an opportunity to make a genuine impact within a growing organisation, we'd love to hear from you. Join Twyford Care Group and play a key role in strengthening our finance function while supporting the next stage of our ambitious growth journey.

To apply, please complete the online application form available on [our careers page](#).

budgeting & forecasting

- Prepare annual budgets in collaboration with the Directors and management.
- Produce regular financial forecasts and reforecasts throughout the financial year.
- Develop, maintain and monitor departmental budgets, supporting budget holders to understand, manage and remain accountable for their financial performance.
- Investigate budget variances and provide recommendations to improve financial performance.
- Assist with financial modelling to support business growth, acquisitions and new service developments.

commercial finance

- Support the Directors and CFO with commercial decision-making by providing financial analysis, modelling and recommendations.
- Prepare financial appraisals, business cases and costing models for new services, acquisitions, investments and commercial opportunities.
- Support the development and review of commercial pricing, ensuring services are financially sustainable, competitive and commercially viable.
- Analyse occupancy, staffing costs, commissioned hours, agency usage, payroll percentages and service profitability to identify opportunities for improvement.
- Monitor local authority contract income, private client income and commissioned hours, ensuring expected income is received and variances are investigated promptly.
- Support financial due diligence, business acquisitions and the financial integration of newly acquired businesses into the Group, ensuring commercial decisions are supported by robust financial analysis and insight.



financial operations

- Oversee payroll processes, ensuring accuracy and timely submission.
- Work closely with payroll providers to resolve payroll queries.
- Oversee purchase ledger, sales ledger and credit control functions.
- Manage the organisation's invoicing processes, ensuring local authority, private client and contractual invoices are raised accurately, reconciled promptly and income is received in accordance with contractual arrangements.
- Complete regular reconciliations across bank accounts, customer accounts, supplier accounts and balance sheet accounts.
- Monitor aged debt and support the timely collection of outstanding income.

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finance systems & continuous improvement

- Lead the implementation, configuration and ongoing optimisation of the organisation's accounting software, including supporting the migration to Xero and ensuring successful adoption across the business.
- Identify, design and implement process improvements and automation opportunities to improve the efficiency, accuracy and scalability of the finance function.
- Develop and enhance reporting tools that improve financial visibility and reporting efficiency across the organisation.
- Continuously review finance systems and controls, implementing best practice improvements.
- Ensure finance systems remain robust, scalable and fit for purpose to support the organisation's continued growth.

compliance & governance

- Ensure compliance with statutory accounting requirements, Companies House obligations, HMRC regulations and internal financial policies.
- Ensure financial records, payroll records and statutory filings are maintained accurately and in accordance with legislative requirements.
- Assist with the preparation of statutory accounts alongside external accountants.
- Develop, review and maintain finance policies and procedures to ensure compliance with statutory and organisational requirements.
- Undertake any duties consistent with the overall purpose of the role as directed by Directors.

requirements

- A recognised accountancy qualification (ACCA, CIMA, ACA or AAT Level 4).
- Previous experience in a Finance Manager, Management Accountant or similar finance leadership role.
- Strong experience producing monthly management accounts, budgets, forecasts and financial modelling.
- Experience managing invoicing, reconciliations, payroll oversight and cash flow.
- Demonstrable experience implementing or configuring Xero, leading finance systems migrations, and improving finance processes through automation and digital solutions.
- Experience developing management information (MI), dashboards and financial reporting to support commercial decision-making.
- Advanced Microsoft Excel skills and proficiency using Xero and finance reporting systems.
- Strong understanding of management accounting principles, financial controls and commercial finance.
- Excellent analytical, organisational and communication skills, with the ability to present financial information clearly to both financial and non-financial stakeholders.
- A proactive, solution-focused approach with high levels of integrity, professionalism and attention to detail.
- The legal right to live and work in the UK.

salary & benefits

- Salary: **£45,000–£50,000 per annum, depending on experience.**
- Company pension contribution.
- Comprehensive induction programme.
- Ongoing professional development and CPD opportunities.
- Genuine opportunities for career progression as the organisation continues to grow.
- Modern office environment with free on-site parking.
- Invitations to corporate events and internal recognition schemes.

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