

# Bioscript<sup>®</sup>

## Project Accountant

Reporting into the Executive Finance Officer (EFO), you will provide the link between finance and client services, driving business performance and gross profit. You'll work closely with our Client Services team to maintain tight cost control, ensuring the integrity of our financial systems and reporting. Duties will include producing accurate numbers for input into the management accounts, and supporting the EFO, and there will be the opportunity to provide financial training to colleagues across the Company. If you believe you can offer the drive and experience to make a difference to our forward-thinking, flexible, friendly and dynamic agency, then we'd love to hear from you.

**Location:** Macclesfield, Cheshire

**Job type:** Permanent, full-time

**Benefits:** Competitive salary, profit-related bonus, pension, health insurance, 25 days' holiday and much more!

### Company information

Bioscript Group agencies deliver global healthcare communications to a wide range of international pharmaceutical company clients across multiple therapy areas. Our agencies cover the full range of medical communications including publications, medical meetings and digital programmes. Also offering specialist health economic and regulatory writing services, the agency provides many opportunities for personal and professional development. Bioscript is independently owned and has grown steadily over the past 13 years, adding new clients and talented new staff every year; we are proud that clients we worked with in the beginning continue to work with us today.

### The role

- Oversight of the financial system ensuring the integrity of information and links to Xero
- Act as a guardian of financial quality for the company, working with the EFO to update processes and where necessary, undertake investigations if issues arise
- Provide proactive support to the management of client profitability
- Work with the client services team to generate forecasts for each client – revenue; invoicing; freelance usage; employee utilisation
- Support as and when needed with general financial processes and financial transactions/ledgers
- Contribute to the development of new financial processes and procedures

### Requirements

- Qualified/part qualified member of an accountancy body or holder of an equivalent qualification
- Experience of operating in either a similar agency sector or a SME
- Ability to build strong relationships across multidisciplinary teams
- Experience of implementing systems such as Paprika/CMAP/Oracle
- Strong working knowledge of Excel, Word, PowerPoint, and Excel
- Analytical and able to bring issues to light for senior management
- Demonstrate you are professional, personable, and passionate about your role

### Interested?

Send your CV and a covering letter to [careers@bioscriptgroup.com](mailto:careers@bioscriptgroup.com)

*All offers of employment are subject to candidates' ability to provide suitable documentary evidence of their right to work in the UK.*