



14 Turnham Green Terrace Mews | London | W4 1QU

Job Description: Head of Finance

Job Title:	Head of Finance
Reporting to:	Managing Director
Working Hours (Some flexibility)	9am - 5:30pm, 5 days per week

Objectives of the role

As Head of Finance, you will be responsible for leading the finance and IT functions, ensuring robust financial management, regulatory compliance, and operational efficiency. The role involves overseeing financial reporting, budgeting, and internal controls while ensuring the IT infrastructure supports business needs. Additionally, you will manage and develop the finance and IT teams, ensuring high performance and continuous improvement.

This is a technical role requiring good data handling, reporting and presentation skills. The travel industry is very dynamic and internal and external data requirements constantly change.

Key Responsibilities

Financial Strategy & Leadership

- Lead the finance function, ensuring alignment with the company's commercial and financial objectives.
- Develop and implement financial policies, procedures, and internal controls to maintain financial integrity and improve efficiency.
- Provide financial insight and recommendations to the Managing Director and Board to support business strategy and profitability.

Financial Reporting & Compliance

- Oversee the preparation of statutory accounts and financial reports, ensuring compliance with UK regulatory bodies (e.g., CAA, ABTA, HMRC).
- Ensure financial statements comply with UK Generally Accepted Accounting Principles (UK GAAP) and reporting deadlines.
- Manage relationships with external auditors and accountants (UK, France and Austria) to ensure compliance with tax regulations and statutory requirements in each country.



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- Communicate audit findings and financial risks to the Managing Director and Board, recommending cost-saving measures and operational efficiencies.

Management Reporting & Board Presentations

- Prepare and present monthly management accounts, including variance analysis, key financial performance indicators (KPIs), and profitability reports.
- Analyse financial performance across all revenue streams, including chalet operations, non-chalet services, and ski pack sales.
- Identify financial trends, risks, and opportunities, providing data-driven recommendations to the Board.
- Develop financial models and forecasts to support strategic decision-making.

Budgeting & Forecasting

- Work closely with the Managing Director to develop, implement, and monitor budgets for all business units.
- Conduct financial analysis to compare budgeted figures against actual performance, highlighting variances and recommending corrective actions.
- Prepare financial forecasts and cash flow projections to support business planning and operational decision-making.

Cash Flow & Treasury Management

- Oversee cash flow management, ensuring efficient working capital management and identifying opportunities for cost savings.
- Monitor and manage all company bank accounts, ensuring accurate and timely financial transactions.
- Liaise with banks and financial institutions to optimise banking arrangements and financial structures.

Financial Operations & Internal Controls

- Oversee core finance functions, including payroll (UK & overseas), sales ledger, purchase ledger, general ledger, revenue recognition, and stock accounting.
- Ensure strong financial controls are in place to safeguard company assets and maintain data accuracy.
- Continuously review and improve financial systems, processes, and reporting tools.

IT Management & Systems Oversight

- Provide leadership to the IT Manager, ensuring IT systems support financial operations and business needs.
- Oversee the maintenance and development of the company's IT infrastructure, ensuring security and efficiency.



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- Implement system upgrades and technology improvements to enhance financial reporting and operational processes.
- Ensure IT compliance with financial and regulatory requirements.

Staff Management & Development

- Lead, motivate, and develop the finance (currently 2.5 staff) and IT (currently 1 staff) teams, ensuring high performance and staff engagement.
- Provide ongoing training and professional development opportunities to enhance skills and expertise.
- Set clear objectives, monitor team performance, and conduct regular appraisals.
- Foster a collaborative and results-driven work environment, ensuring effective communication across departments.

Other Responsibilities

- To act as a member of the company wide crisis management team.

Role requirements

Essential

- Qualified accountant (ACCA, ACA, CIMA or equivalent)
- Experience of being in a Finance Managerial role covering all areas of the finance function
- Experience of data management and reporting
- Advanced Excel skills, including complex formulae (e.g., VLOOKUP, IFERROR) and the ability to build and analyse pivot tables
- Programming skills, with experience in VBA for automation and process improvement
- A solid understanding of IT network systems
- Team player with strong numeracy and verbal communication skills
- Adaptable, solution-oriented, and able to thrive in fast-changing environments

Desirable

- Experience within the travel industry or a related sector
- Proficiency in French and/or German
- Advanced Programming skills (e.g. Python)



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When you work for us on a permanent contract you can expect:

Remuneration and Benefits

- Competitive salary and reviews
- Generous holiday discounts for you and your friends/family (the more people skiing the better the world....)
- Company pension contributions
- Company subsidised end of season staff ski trip
- Annual leave loyalty reward – increases annually up to max of 5 days
- Cycle to Work Scheme
- Child Care voucher scheme

Working Environment

- Hybrid remote working at least 2 days / week in our West London office
- In-office showers and bike parking
- Close to tube and Turnham Green
- Relaxed dress code
- Regular company socials – on and off the snow
- Weekly in-office breakfast

About Skiworld

Founded in 1982, Skiworld is one of the largest ski holiday operators in the UK. We offer almost 300 different properties in Europe and North America, ranging from budget-conscious apartments to truly luxurious chalets and hotels. As a fully ABTA and ATOL bonded tour operator we package our holidays with flights and transportation to provide our customers with the peace of mind they deserve when going on holiday.

What does it take to turn a good ski trip into a great ski holiday? The people! From our chalet hosts in ski resorts all over the Alps to our finance or marketing teams in our London headquarters, we are all united in our support of each other.

You don't have to be a skier or snowboarder before joining the Skiworld team, we'll soon have you addicted. Snow is our focus after all – we are solely a ski holiday company, UK owned and UK based, with a mission to provide opportunities to ambitious individuals like you, looking to develop your skills and achieve career success.