



POSITION PROFILE  
Group Accountant



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STV is Scotland's home of news and entertainment, serving audiences with quality content on air, online and on demand. Through execution of its diversification strategy, STV has successfully transformed into a digital-first media company with a high-growth streaming service and one of the UK's leading production groups.

STV's broadcast channel, accessible free-to-air on all the main TV platforms in Scotland, is the most-watched peak-time channel in Scotland, reaching 2.8 million viewers each month. It is home to some of the most popular shows on television, including iconic soaps *Coronation Street* and *Emmerdale*; entertainment hits *The Masked Singer*, and *I'm a Celebrity... Get Me Out of Here*; gripping 9pm dramas; and a wide-ranging selection of home-grown productions. Flagship *STV News at Six* is the most watched news programme in Scotland.

Rapidly growing broadcaster streaming service, STV Player, is pre-installed in three quarters of the UK's connected TV homes and gives viewers in Scotland the opportunity to watch STV shows on their terms, live or on demand. The UK wide service offers viewers an extensive catalogue of premium content from the UK and around the world including UK original and international drama boxsets, sport and factual entertainment – much of which isn't available to stream on any other platform in the UK. Viewers can also watch STV Player content ad-free and download shows by subscribing to STV Player+.

Award-winning STV Studios is one of the UK's leading producers of scripted and unscripted content and Scotland's largest production group, creating world class content for a range of UK and international broadcasters and streamers. The division contains over 20 leading production labels working across every genre, from quiz to documentary, factual, entertainment and drama.

STV Studios' in-house drama, entertainment and factual teams have produced hundreds of hours of critically acclaimed television, including the BAFTA and International Emmy award-winning TV film *Elizabeth Is Missing* (BBC One); Channel 4 prison drama *Screw*; iconic Saturday night gameshow *Catchphrase* (ITV); and a number of much-loved auction-based series including *The Yorkshire Auction House* for Warner Bros. Discovery and long-running BBC daytime hit, *Antiques Road Trip*.

Recent successes for labels within the STV Studios family include Tuesday's Child entertainment event *The Fortune Hotel* for ITV and hit international format *LEGO Masters*, which has aired in 20 territories across the globe; Two Cities TV's gripping police drama *Blue Lights* for BBC One; headline-making Rumpus Media comedy chat show *Late Night Lycett* for Channel 4; and co-production with Tod Productions, thriller *Criminal Record* for Apple TV+.

STV Group plc represents a fantastic opportunity to join an iconic Scottish listed company at an exciting time in its growth strategy. The Company has a forward-thinking approach and an inclusive and collaborative culture.

STV is committed to increasing the diversity of its workforce and equality of opportunity for all. They strongly encourage applications from candidates from all backgrounds, and as a Disability Confident employer, they are committed to offer an interview to disabled candidates who meet the minimum criteria for the role.



**Job Title:** Group Accountant  
**Reports to:** Head of Statutory Reporting  
**Location:** Glasgow (Hybrid)

## Position Overview

An opportunity has arisen for an ambitious individual to join the business in the role of Group Accountant. This is a newly created role within the Finance function and will involve a combination of statutory reporting, tax compliance and management accounting, as well as responsibility for testing key financial controls in line with annual assurance plan. With regular interaction with senior members of the Finance and broader teams, it is a highly visible role, both within and outside the business, and would be suitable for a newly qualified Chartered Accountant looking for their first move into industry or a candidate already working in a similar capacity within industry.

STV Group plc represents an excellent opportunity for a highly motivated, qualified accountant to join one of Scotland's best-known brands, providing a rare opportunity for the successful individual to operate in the unique and changing environment of a plc business.

### Summary of key duties:

#### Statutory Reporting

- Assist in the facilitation of interim review and year end audit process, including:
  - preparation and subsequent management of the audit timetable;
  - liaising with various stakeholders for the delivery of front end reports for inclusion in the Annual Report;
  - managing delivery of audit information requests;
  - liaising with advisers throughout the process including external auditors, tax advisers and pension scheme actuaries
- Support Group Finance in the preparation of the Group consolidation files and related journals
- Assist in the preparation of Group and Parent financial statements and related lead schedules
- Assist in the preparation of technical papers for key judgements
- Preparation of subsidiary accounts
- Support in any ad-hoc projects

#### Tax Compliance & Planning

- Preparation of quarterly VAT returns and submission to HMRC
- Preparation of estimates for quarterly instalment corporation tax payments
- Facilitate provision of information for preparation of corporation tax provisions and final computations
- Support Group Finance in preparation of tax governance documentation





## Management Accounting and Forecasting

- Assist in the preparation of the monthly consolidated Group Flash report
- Assist in the preparation of the monthly STV Group Management Accounts
- Support Group Finance in the preparation of the consolidated Group quarterly forecasts, annual budget and 3yr plan

## Internal Controls

- Prepare and maintain process maps for all key financial processes, including key financial controls
- Support Group Finance in the preparation and execution of annual assurance plan which tests operating effectiveness of defined 'material' financial controls on a cyclical basis across all business units
- Review monthly balance sheet reconciliations for key balance sheet accounts across all business units





The position incorporates a mixture of financial reporting, tax compliance and planning, and internal controls and governance, and therefore requires an individual with strong technical and interpersonal skills. It is likely the individual will come from a large firm/business background where they will be experienced in the reporting, system and control requirements of blue-chip companies. It is essential that the individual displays confidence, self-motivation and an ability to communicate with stakeholders from across the business.

**The key candidate requirements for the position include:**

- Degree educated with a track record of high academic achievement
- CA/ACA qualified with a maximum of two years' post-qualification experience
- Relevant experience with statutory disclosures, plc reporting and other compliance requirements
- Relevant experience in the development and testing of financial controls
- Strong interpersonal skills, especially when interfacing with senior management, whether within or outside of finance, or external stakeholders
- Self-motivated and capable of developing the current role over time
- Creative thinker with excellent problem solving and analytical abilities
- High level of accuracy and attention to detail
- Work effectively and autonomously to engage and influence others
- Proficient user of Microsoft packages, particularly Excel





<b>Salary:</b>	Competitive
<b>Holiday Entitlement:</b>	25 days paid annual leave and 9 public holidays per annum, with the option to buy more through their Holiday Extras scheme An extra day's holiday on your birthday
<b>Additional Benefits:</b>	Healthcare cash plan providing Company contributions towards dental, optical, wellbeing or other healthcare costs Company pension contribution Cycle to work scheme Season ticket travel loan Onsite occupational health service Flexible benefits portal providing a range of retail and gym discounts



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## The Recruitment Process

- Initial interviews are with our retained advisors at Rutherford Cross
- Second-round interviews are with HR + Group Statutory Reporting & Controls Accountant
- Third-round interviews are with the Head of Statutory Reporting