



ALEX BEGG

WEAVERS OF LUXURY ACCESSORIES SINCE 1866

POSITION PROFILE

Transactional Process
Manager



The Company	3
The Role	4
The Individual	5
Remuneration & Recruitment Process	6





Alex Begg is a leader in luxury textiles with their products being sold across the globe. The company produces luxurious cashmere scarves, throws, accessories and clothes for its own Begg x Co brand as well as for some of the world's most prestigious fashion houses, such as Louis Vuitton and Hermes. The business was founded by Alex Begg in 1866 in Paisley. The first Alex Begg shawls were hand-loomed on the banks of the River Clyde and inspired by Scotland's beautiful bodies of water. The earliest Alex Begg shawls can still be seen today on display at the Paisley Museum.

In 2002, Alex Begg became part of the Lindéngruppens group. The group is made up of four companies: Beckers – a global leader in industrial coatings, Colart – the leading art material company in the world, Höganäs – the world's leading manufacturer of metal powders and Alex Begg. The aim of the Lindéngruppens Group is to own and develop businesses that have a positive impact and drive their industries towards sustainability.

After a challenging period following the uncertainty of Brexit and the Pandemic, Alex Begg has recently appointed a new Finance Director and are continuing to build the brand with a '5 Year Plan to Profitability'. This strategy aims to diversify the brand, with a focus on expanding into the high street retail space. They have recently been successful in launching their own stand within the high-end retail Harrods store and now are also expecting their first pop-up store to be opening in Mayfair, London later this year. The company generates revenues of c£20m per annum.

In 2021, Lindéngruppens companies had a combined turnover of approximately SEK 19 billion, and had 5,359 co-workers in 27 countries. Alex Begg is fortunate to operate with strong business and financial support from this parent group.

Alex Begg is known for the care and attention it gives to its products and its approach to sustainability is no different. Its focus on Product, People and Environment, ensures a close relationship with its suppliers to make sure they are as committed to sustainability as the company. All materials are ethically sourced with the utmost care going into ensuring that all animals are well treated, no harsh chemicals are used and people are treated fairly at every step of the supply chain. Following the "Roadmap to Zero" programme, Alex Begg monitors and aims to minimise their chemical footprint to help produce safer products, cleaner water and fresher air. Alex Begg works with the Sustainable Fibre Alliance to ensure that key suppliers are monitored for good practice and animal welfare. The business is also a member of Sedex, a not-for-profit membership dedicated to driving improvements in responsible and ethical business practices.

Alex Begg now has just under 150 employees, with generations of knowledge and experience. They appreciate that its people are the key to continued success. Therefore, the business heavily invests in developing its people and their skills. They also regularly support the learning and development textile students and school pupils to increase understanding and awareness of the textile industry. Alex Begg is an all-inclusive company with great opportunities for personal development and progression as the business continues to grow.



Job Title:	Transactional Process Manager
Reports to:	Financial Controller
Hours:	37 hours per week, Monday to Friday

Position Overview

Due to an exciting period of growth, change and with the implementation of a new ERP system, Alex Begg is looking to recruit a Transactional Processing Manager. The successful applicant will join the established Finance Team at Alex Begg and will report to the Financial Controller with three direct reports across AP, AR, and banking.

Key Responsibilities

- Management and control of core transactional finance operations including accounts payable, accounts receivable and banking
- Ensuring all key processes and controls are in place and being adhered to for all transactional finance
- Management of all relevant balance sheet reconciliation and control accounts. Ensuring they are controlled, prepared, and reviewed monthly
- Responsibility for identifying any process gaps and putting improvements in place promptly
- Implementation of the new ERP system, ensuring the process, integrations and relevant reporting satisfy the needs of the function
- Working closely with relevant business managers to ensure a clear understanding of financial processes and close any gaps in understanding
- Providing training to the business on core processes as required
- Support and actively communicate with the Financial Controller to ensure all information is shared in a timely manner

Core Competencies

- Instruct, communicate with and support others in the use of various accounting information
- Maintain composure in difficult situations
- Deal effectively with a wide variety of people and technical needs and problems
- Demonstrate a flexible approach to working



The role is well suited to a candidate with a strong background in transactional finance, for example, a shared service centre, who is self-disciplined, professional, and friendly. The ideal candidate will have a flexible approach to work and will be IT literate.

Required Skills and Attributes

- Proven experience in a similar role within a transactional finance environment
- Present a positive and professional image of Alex Begg in all contacts and relationships
- Previous experience of working well under continual time deadlines
- Ability to analyse and draw conclusions
- Comprehensive commercial knowledge
- Strong accuracy skills, ability to maintain a wide variety of reports
- IT literacy (MS Office programs, Excel)
- Excellent interpersonal and communications skills, ability to communicate at all levels of the organisation
- Providing accurate information and eliciting cooperative working relationships
- Ability to work individually and as part of a team
- Proven ability to meet targets and deadlines
- Professional, friendly, and flexible approach to work

Additional Information

Hours of work are normally 37 per week, Monday to Friday, although some flexibility may be required in line with business needs at certain times of year.





The position is full-time, permanent, and year-round.

Benefits:

- Generous employee discount – 25% on Alex Begg Stock
- 32 days annual leave (inc bank holidays)
- Pension – Scottish Widows enhanced pension (6% company contribution)
- Company Bonus Scheme – 5% company KPI's, 5% individual KPI's
- Life assurance policy
- Cycle to work scheme
- Employee assistance programme and onsite wellbeing activities
- On-site parking

Alex Begg cares about its employees; they pride themselves on their culture, treating each other with dignity and respect and employees are encouraged to be their authentic selves.



Eilidh Graham, CFO Services

T: 07501 745 668

E: eilidhgraham@rutherfordcross.com

The Recruitment Process

- Applications should be sent to Eilidh Graham for a confidential review
- Initial interviews are with our retained advisors at Rutherford Cross
- Final stage interviews will be with the Financial Controller and Finance Director