



Filshill
EST 1875

POSITION PROFILE
Finance Manager



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Filshill is a highly successful family business, established in 1875 as a confectionary manufacturer, now a multifaceted company with a turnover of over £215m. Filshill has grown to be a key driving force in the supply and distribution to grocery stores across Scotland and Northern England. The company owns the KeyStore convenience brand, with over 200 retailers operating under this model, whilst also servicing numerous wholesalers and several national accounts, including the Scottish Prison Service.

Filshill represents a true Scottish family-owned success story, and in 2025 the business will be celebrating its 150th anniversary. There is a lot to celebrate, as the achievements over the years have been considerable, and the business continues to believe in always looking ahead to the next development and the next level of success.

In 2023, Filshill opened their brand-new head office and distribution centre based in Renfrew. The new facility hosts all back-office functions such as Finance, Sales, IT and Distribution. The 120,400 sq ft depot has allowed the wholesaler to increase its operational capacity and open more stores in Scotland and the north of England, future-proofing the business for further growth.

Filshill's purpose is to deliver a prosperous family business for our community of employees, customers and suppliers. To achieve this, Filshill's principal vision is to be the 'go to' trusted partner for service, support and innovation within their chosen markets, allowing them to recruit new KeyStore business partners, independent retailers, wholesalers and general supply contract partners. The business is continuing to invest heavily in pursuit of this vision.

Diversification is also a key part of the business's growth strategy. In 2021, the company acquired the Eldorado Tonic Wine brand and in 2022, it acquired Iain Hill Ltd business and assets. Over the years, Filshill has been extremely successful in creating a positive work culture for its employees, and the business has been able to take great pride in its high levels of staff retention.

For further information on the success of J.W. Filshill to date, please visit: www.filshill.co.uk





Job Title:	Finance Manager
Reports to:	Financial Controller
Location:	Westway, Renfrew (Hybrid)

Position Overview

To support business growth and enhance the finance function at Filshill, we are seeking a Finance Manager to join our team. This role is essential, reporting directly to the Financial Controller, who will gradually transfer many day-to-day responsibilities to the Finance Manager. This handover will empower the Finance Manager to take ownership of key upcoming projects, such as implementing a new ERP system, and optimising the use of automation and technology within the business.

This position offers an exciting opportunity for a motivated individual, providing a clear pathway for advancement into the Financial Controller role in the near future.

Summary of key responsibilities:

- Support the Financial Controller with the preparation and circulation of regular performance and management information to the board and departmental managers. This will enable informed decision-making and budget control
- Prepare VAT returns and reporting
- Prepare regular payroll cycles
- Process and pay purchase invoices
- Prepare forecasts and budgets
- Prepare year-end reporting information for incorporation into statutory accounts
- Interact with external organisations, such as the auditors and HMRC, to ensure ongoing compliance with all necessary regulations
- Monthly balance sheet reconciliations and accounting
- Support the delivery of a robust reporting analysis structure and appropriate software tools to deliver accurate and timely commercial MI to the business leadership team and core functions, using automation where possible
- Provide analysis and insight on ad hoc financial planning projects and commercial decision-making, including the financial implications of complex projects and trading arrangements



This is brilliant opportunity for a qualified accountant to come and join the well-established finance team at Filshill. The Finance Manager position will be a highly visible role, working closely with the Financial Controller and Chief Financial and Operating Officer. Given the exposure of the position, the successful individual must be confident in building effective and robust working relationships within the finance team and across all departments. The post holder will possess a strong work ethic, take responsibility for their duties and be willing to support the business on key objectives.

This role would suit a recently qualified accountant, who is now looking to further develop their career within a highly successful Scottish business or a more experienced individual looking to progress their career.

Candidate Requirements

- Fully qualified accountant with a relevant professional qualification (CA / ACCA / CIMA etc.)
- Demonstrated experience working in a similar finance environment
- Strong Excel and IT skills
- Experience of VAT return preparation
- An analytical, proactive and problem-solving mindset
- Excellent communication skills
- Self-starter with a 'can-do' attitude
- Driven to succeed and continually develop
- Experience working with Power BI reporting tools would be advantageous, although not required
- Experience in payroll preparation would be advantageous, although not required





Salary:	£Competitive (dependent on experience) + Bonus
Core Hours:	38 hours per week, Monday – Friday, 8:30 am - 5 pm
Additional Benefits:	Annual bonus of up to 10% 28 days annual leave Employer pension contribution of up to 5% Hybrid working model Flexible working hours Various health and wellness initiatives for employees



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The Recruitment Process

- Applications should be sent to Gillian O'Neil for a confidential discussion
- First stage interviews will be with the Financial Controller and the Chief Financial Officer
- Final stage interviews will be with the Chief Financial Officer and the Chief Executive Officer