



 CRAIGCORPORATE

POSITION PROFILE

Assistant Director



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Established in 1985, Craig Corporate prides itself on devising and implementing practical and innovative solutions tailored to each client's specific needs. Through this high-quality, hands-on approach, the business helps clients create, enhance, protect, and realise shareholder value in their businesses.

Dedicated to providing commercial and independent advice across a full range of core disciplines, Craig Corporate works with businesses ranging from privately owned companies to large funds and venture capital investors. This provides diverse assignment opportunities with an emphasis on a commercial focus beyond just accounting, working alongside real business owners and executives to drive results. Craig Corporate's team often achieves the best results by operating as an integral part of a client's business. Consultants at Craig Corporate enjoy a dynamic and autonomous work environment, allowing them the authority and opportunity to build trust with client senior leadership, such as CEOs and MDs.

With an established track record for creative and successful projects in the UK and overseas, Craig Corporate offers comprehensive training opportunities and a fluid business model that allows its small, close-knit team members to develop and demonstrate their individual value as they represent the firm.





The opportunity to join Craig Corporate as an Assistant Director provides exposure that is rarely available with other firms in the market, as you will have the ability to make a real impact on businesses and create lasting, meaningful relationships. Craig Corporate supports businesses going through periods of change, such as high growth, change of ownership and management, sales and acquisitions, and restructuring. As a qualified accountant, you will partner with a variety of clients on either a retained or ongoing basis as a regular advisor, or in a seconded / project capacity. The post holder will provide high-quality commercial business advice which will have a positive impact on clients' profitability, cash flow or business value.

Typical duties will include:

- Conducting insightful analysis of a client's business and marketplace in order to identify challenges and engage in solution-driven discussions
- Gaining a thorough understanding of clients' needs to effectively address challenges and advise on the appropriate scope of work
- Utilising effective communication to foster and maintain meaningful working relationships with clients
- Preparing high-quality reports and presentations that clearly set out analysis, findings and impactful recommendations
- Collaborating with, and coaching, client staff in skills and procedures needed to achieve agreed plans
- Supporting directors in managing larger engagements
- Promoting Craig Corporate's capabilities to existing and potential clients, as well as other business contacts
- Building and actively maintaining a network of local contacts

Examples of recent assignments undertaken by the firm include:

*(*by recent Assistant Director)*

- Part-Time FD – Bottling & Drinks
- Interim CFO and COO – BioTech
- Part Time FD – Software*
- Business Sale – Travel sector
- Business Acquisition – Transport*
- MBO – Public Relations*
- Ongoing Strategic Advice – Transport*
- Ongoing Strategic & Shareholder Advice – Manufacturing
- Ongoing Strategic & Shareholder Advice – Geological
- Board Advisory & Shareholder Advice – Professional Services
- Seconded Interim General Manager Role – Furniture Retail
- Financial Due Diligence – Software
- Financial Due Diligence – Non-Alcoholic Beer*
- Financial Modelling – Infrastructure and Green Transport
- Financial Readiness / Scoping for Fundraising / Business Planning – Licenced Premises
- Fund-raising – Hydrogen
- Cash Flow Planning & Reporting – Industrial
- Bank Covenant Review & Forecast – Professional Services



The role of Assistant Director requires a confident, ambitious accountant who is comfortable operating as an integral part of clients' businesses. The successful candidate will be able to build effective relationships across a range of clients and will have an appetite to build their business network.

A summary of the key candidate requirements is as follows:

- ICAS or ICAEW qualified accountant
- Quickly able to grasp the cultures of a diverse client base
- The ability to advise senior stakeholders and be adaptable and sensitive to environments
- Naturally inquisitive, with an appetite for understanding clients' businesses and how value can be added
- Take the initiative in identifying opportunities for and implementing improvements
- An ability to communicate financial matters in a clear, concise manner to a variety of different stakeholders
- Comfortable working as part of a small team
- An ability to manage numerous different projects
- Strong analytical skills to support business decision-making processes
- Commercial acumen and a positive, "can-do" attitude
- Ability to effectively communicate ideas, influence others, and gain support for proposals or initiatives
- Comfortable commuting to client premises as and when required
- The ability to acknowledge personal strengths and weaknesses, be open to feedback, and collaborate effectively with others
- Focus on collaboration and team success, fostering a culture of mutual respect



Salary:	The opportunity offers a competitive package, commensurate with the background and experience required for the role.
Pension:	3% employer matching 5% employee, plus option for employee retain NI saving on additional employee salary sacrifice contributions
Holidays:	Exec 20+9, rising to 22+9 at Assistant Director, 25+9 at Associate Director / Director. Additional 5 days after 7 years of service, making a max of 30+9
Life Cover:	4x salary
Working hours:	Core hours 9-5
Bonus:	Discretionary, based on company and individual performance



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The Recruitment Process

- Initial interviews will be with Director, Paul Bready
- Second stage interviews will take the format of a presentation and discussion with both Paul Bready and Paul Yacoubian (Managing Director)
- Applications should be sent to fraserburnett@rutherfordcross.com