

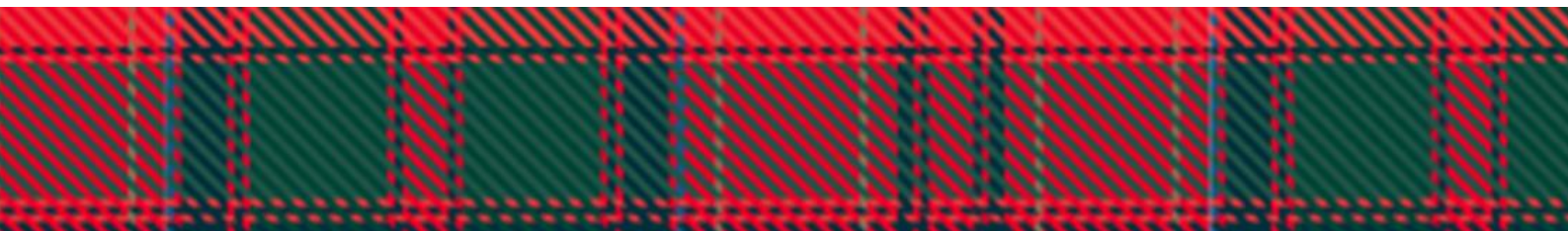


Rutherford Cross



**WALKER'S®**  
SPEYSIDE - EST. 1898

POSITION PROFILE  
Cost & Inventory  
Accountant







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Our people have always been at the heart of everything we do, and without them, we couldn't be 'Scotland at its finest'.

Providing good, reliable employment to our local community has been at the core of Walker's values since the very beginning. We are committed to Equal Opportunities for all, proudly a Disability Confident and Young Person's Guarantee employer.

Joseph Walker fired up the ovens of our family's Scottish bakery in 1898 with a desire to bake the best. Five generations of family bakers later, people all around the world enjoy our exceptional baking. Today, Walker's Shortbread spans over six production factories based in the beautiful Speyside region of the Northeast of Scotland where it originated, with Head Office situated in the historic Aberlour House.

Through realising our Company Ambition, we bring 'Scotland at its finest' to all of our customers. We remain proud to be a family business, and our Values are the heart of our thoughts and actions. Quality, Integrity, Pride, Responsibility and Determination.





<b>Job Title:</b>	Cost & Inventory Accountant
<b>Reports to:</b>	Financial Controller
<b>Location:</b>	Aberlour House, Aberlour 8am – 4:30pm Mon-Thurs, 8am – 2:30pm Fri Full time, potential for one day per week at home

## Position Overview

The Cost & Inventory Accountant will play a key role in the reporting of Cost of Goods Sold ("COGS"), and all internally and externally held Inventories. This role will focus on delivering clear, actionable financial insights to support decision-making while helping to shape and refine developing processes. As processes evolve, this role will be instrumental in driving improvements to cost and inventory reporting, ensuring alignment with the company's financial and operational objectives.

## Duties and Responsibilities

### COGS and Inventory Reporting:

- Ensure accurate and timely reporting of COGS and inventory positions, including detailed reconciliations and variance analysis
- Analyse, report and provide insight into the monthly COGS figure
- Analyse, report and provide insight on inventory balances, reconciliations, movements, valuations and provisions
- Support the overall preparation of the monthly P&L focussing on COGS and overheads (where applicable) including variance analysis and commentary
- Work closely with supply chain and procurement/logistics teams to support accurate costings and valuations
- Provide financial insights into supply chain and logistics costs to support decision-making

### Process Documentation, Development and Improvements:

- Take the initiative to understand existing processes and systems from the ground up, building a thorough knowledge base
- Document your understanding of these processes as you develop them, creating a resource that supports knowledge sharing and continuity
- Identify opportunities to improve processes related to COGS and inventory reporting, contributing to greater efficiency and accuracy as practices and potentially systems develop, with a focus on automation and data integrity
- Assist in building a formalised approach to stock and cost management, supporting long-term operational and financial objectives





## **Financial Controls and Reconciliations:**

- Reconcile key balance sheet accounts, including inventory, creditors control account and accruals/prepayments, ensuring timely resolution of reconciling items
- Maintain the integrity of financial records by adhering to established controls and processes

## **Cross Functional Collaboration and Support:**

- Work closely with colleagues across Finance, FP&A, Procurement, NPD/Technical, Factory Operations whilst also engaging with external suppliers to ascertain information and align reporting outputs with business needs (e.g. support cost control, stock accuracy and decision-making)
- Support junior team members in their duties by providing guidance and sharing best practices

## **Other Duties:**

- Work closely with the other Accountants in the preparation of monthly management accounts and financial reports as required
- Undertake other ad hoc tasks or projects aligned to the role





## Essential Requirements

### Qualifications:

- Fully qualified accountant (ICAS, ACCA, CIMA or equivalent)

### Experience:

- 3+ years post qualification experience
- Strong experience in cost and inventory accounting
- Experience within the manufacturing sector
- Proven ability to analyse and report on cost structures, stock valuation and variance analysis

### Skills & Knowledge:

- Strong technical accounting skills, particularly around COGS and stock valuation including stock provisioning methodologies
- Advanced Excel skills, including financial modelling, data analysis, and working with large datasets
- Strong attention to detail and an analytical mindset
- Ability to communicate complex financial data in a clear and meaningful way for non-financial colleagues

### Personal Attributes:

- Proactive and solution-oriented approach
- Ability to work cross-functionally with factory operations, procurement and finance teams







## Desirable Requirements

### Qualifications:

- Additional training or certification in cost accounting or inventory management

### Experience:

- Experience in FMCG or food manufacturing industries
- Experience working with ERP systems and inventory management software
- Exposure to process improvement projects related to stock and cost management

### Skills & Knowledge:

- Knowledge of UK VAT treatment on stock movements and imports
- Experience with data visualisation tools (Power BI)
- Understanding of standard costing methodologies
- Strong commercial awareness and understanding of wider business impact of cost and inventory decisions

### Personal Attributes:

- Experience in training or mentoring junior finance staff
- Strong presentation skills for senior stakeholders





<b>Salary:</b>	Competitive
<b>Company Pension:</b>	5%EE / 6%ER - ER contributions increase with length of service
<b>Holiday Entitlement:</b>	25 days holidays plus 10 public, allocation increases with length of service
<b>Additional Benefits:</b>	Death in service lump sum - 4x annual salary Private medical insurance Cycle to Work Scheme Onsite subsidised canteen facilities Inhouse Occupational Health services - including IVF and Menopause support Employee Assistance Programme via Health Hero 25% discount on Walker's products at Walker's shops Employee discounts - 10% off at Little's Jewellers, Monthly discount at Moray Sports Centre, 50% off first 3 months membership at PureGym in Elgin, 10% off at Gordon & MacPhail Service awards Retirement gifts Christmas Hampers



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## The Recruitment Process

- Initial interviews are with our retained advisors at Rutherford Cross
- First-round interviews are with the Financial Controller & HR Business Partner
- Final-round interviews will include the Financial Controller
- Applications should be sent to Harry Young at Rutherford Cross ([harryyoung@rutherfordcross.com](mailto:harryyoung@rutherfordcross.com))