

## **Commercial Finance Lead – Kingswinford**

<b>Contract:</b>	Permanent
<b>Full Time / Part Time:</b>	Full Time
<b>Hours:</b>	35 Hours Per Week Monday – Friday 9.00 – 5.00
<b>Department:</b>	Finance
<b>Location:</b>	LCP House, Pensnett Estate, Kingswinford, DY6 7NA
<b>Salary:</b>	Negotiable

### **Purpose**

The role of Commercial Finance Lead reports to the Head of Commercial Finance, and is responsible for delivering accurate financial reporting, analysis, and strategic support across a range of property assets within a real estate portfolio, ensuring effective financial control, compliance, and performance monitoring. You will also be leading and managing a team of Senior/Commercial Accountants.

### **Key Responsibilities**

#### **Financial Management**

- Oversee the end-to-end financial management of a defined property portfolio, including budgeting, forecasting, and monthly reporting.
- Monitor rental income, service charges, operating costs, capital expenditure, and cash flow performance for each asset.
- Ensure timely and accurate reconciliation of service charge accounts and compliance with lease obligations.

#### **Financial Planning & Analysis**

- Support strategic portfolio reviews by providing financial insights and trend analysis.
- Identify areas for cost optimisation and income enhancement across the portfolio.
- Lead annual budget planning and periodic reforecasting processes in partnership with Property and Asset Managers.

## **Reporting & Compliance**

- Prepare monthly, quarterly, and annual financial statements and management reports for internal and external stakeholders.
- Ensure compliance with relevant accounting standards, tax regulations, and statutory requirements.
- Support external audits, tenant reporting, and investor reporting where applicable.

## **Capital Projects & Investment Support**

- Provide financial oversight for refurbishment, redevelopment, and capital improvement projects.
- Track project budgets, forecasts, actual spend, and report on variances.
- Assist with financial modelling and business cases for acquisitions, disposals, or revaluations.

## **Stakeholder Engagement**

- Act as a key finance point of contact for Property Managers, Asset Managers, Surveyors, and external managing agents.
- Collaborate with operational teams to improve financial understanding and support performance management.

## **Person Specification**

- A blend of financial expertise, property sector knowledge, and stakeholder management skills.
- Strong understanding of property finance, including rent collection, service charges, leases, and capital project accounting.
- Team leadership or management experience is preferred.
- Significant relevant experience preferably in property, real estate, or asset-heavy industries.
- Strong interpersonal and communication skills, with the ability to influence non-finance stakeholders.
- Organised, analytical, and capable of working independently in a fast-paced environment.
- Proactive

## **Qualifications / Training**

- Fully qualified accountant (ACA, ACCA, CIMA, or equivalent).
- Excellent Excel skills, including data analysis and financial modelling.