Marta Kowalczyk

Finance Manager

Blackpool | 07700 900934 | marta.kowalczyk@example.com | linkedin.com/in/marta-kowalczyk-example

Profile

ACCA-qualified finance manager with more than three years running the finance team of a £26 million building services contractor with 210 staff, after six years in audit and as a group financial accountant. Produces the monthly management accounts and board pack, owns the budget and the cash forecast, and leads a team of four. Looking for a financial controller or senior finance manager role.

Experience

Finance Manager | Fylde Coast Building Services Ltd, Blackpool | April 2023–present

- Lead a team of four, a management accountant, two ledger clerks and a credit controller, reporting to the finance director.
- Brought the monthly management accounts forward from working day 12 to working day 6 with a month-end checklist and earlier ledger cut-offs.
- Run the annual budget with nine budget holders and write the monthly variance notes for the board.
- Built a 13-week cash flow forecast, updated every Monday; the business has not used its overdraft since June 2024.
- Cut debtor days from 58 to 41 in 18 months by invoicing within two days of an agreed valuation and chasing retentions on a schedule.
- Prepare the quarterly VAT returns under Making Tax Digital, including the construction reverse charge, and the corporation tax pack for the external advisers.
- Led the move from desktop Sage to cloud accounting software, adding two-person approval for any change to a supplier’s bank details.
- Prepare the year-end audit files; the last two audits closed on the agreed timetable.

Group Financial Accountant | Northway Logistics Group, Warrington | 2020–2023

- Prepared the statutory accounts for three group companies and the group consolidation.
- Reconciled intercompany balances and kept the fixed asset register each month.

Audit Semi-Senior | Firth Lowe LLP, Manchester | 2017–2020

- Audited owner-managed manufacturing and construction businesses with turnover up to £40 million, while studying for ACCA.

Qualifications

- ACCA, Member (2020)
- BSc (Hons) Accounting and Finance, 2:1, University of the Pennines (2017)

Skills

- Management accounts, board packs and variance analysis
- Budgets, forecasts and 13-week cash flow
- Credit control and construction retentions
- VAT, Making Tax Digital and the construction reverse charge
- Excel and Power BI; Sage and cloud accounting software
- Leading and training a finance team