



Management Accountant

At Beatson Cancer Charity we support and enhance the treatment, care and wellbeing of current, former and future cancer patients and their families. We work in partnership with the NHS, The Beatson West of Scotland Cancer Centre (BWoSCC) and all related facilities. We also offer the wider community a unique opportunity to contribute to the advancement of cancer care.

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| Reporting to: | Finance Manager |
| Salary: | £30,000 - £35,000 per annum (depending on experience) |
| Contract: | Permanent |
| Hours: | 35 hours Monday to Friday 9am to 5pm (Hybrid Working) |
| Annual Leave: | 40 days per annum (inclusive of Public Holidays) |
| Pension: | 7% employer, 3% employee contribution |

As an essential member of the Finance team, the Management Accountant, working closely with and reporting to the Finance Manager, will have a diverse and interesting portfolio of tasks.

Key Responsibilities

- Assisting with the preparation of monthly management accounts for Beatson Cancer Charity including:
 - Income and expenditure
 - Balance Sheet
 - Cash flow statements
 - Variance analysis
 - Fundraising reports
 - Journal preparation & posting
 - Full monthly income reconciliation
- Provide support by working with all departments on budgets and re-forecasting.
- Working with the Finance Manager and the supporter care team on events financial management, supporting with the processing of invoices, managing payments from supporters, attending events to support with cash counting and credit card processing.
- Assist in implementing improvement projects and maintain internal controls.
- Establish and maintain management information systems.
- Reconciliations and analysis as required.
- Provide a high-quality support service by liaising with colleagues on all aspects of finance.
- Work within and enhance administrative systems, policies and procedures.
- Monitor the Finance email inbox when required (shared across the team).



- Provide holiday cover for colleagues in the Finance and Funding team, e.g., accounts payable, funding expenses etc
- Cash handling and counting, e.g., from donations received or from Trading activities.
- Work to best practice in all activity, charity law and accounting SORP, OSCR guidelines and other legal requirements.

Essential Candidate Criteria

- Recognised accounting qualification (part-qualified, relevant degree or equivalent).
- Management Accounting experience.
- Highly developed finance management skills and a high level of numeracy.
- Advanced Microsoft Excel skills.
- Ability to interpret and apply procedural guidance intelligently.
- Ability to maintain confidentiality and observe Data Protection legislation.
- Ability to work under pressure and to deadlines whilst maintaining attention to detail.

Desirable Candidate Criteria

- Experience of CRM systems (preferably ThankQ).
- Experience of financial systems (Sage50)
- Commercial awareness with an interest or experience in the Charity sector and an understanding of how a charitable organisation works and manages resources.

Closing Date: Sunday 15 March 2026

Interview Dates: Thursday 26 and Friday 27 March 2026

For a full job description or to apply please send a cover letter and CV to
recruitment@beatsoncancercharity.org

Beatson Cancer Charity is an Equal Opportunities employer and is committed to employing a wide range of employees who are reflective of the diverse community that we support.

www.beatsoncancercharity.org