

Job Description

Job title	Senior Manager, Regulatory Reporting and Tax Accounting		
Team	Financial Control and Governance		
Department	Finance		
Division	Finance		
Band	G / P4	Post ID	<i>Enter if known</i>
Reporting to	Director, Financial Control and Governance		
Management responsibility	No	Job Family	<i>Finance</i>

Purpose of the job

Reporting to the Director, Financial Control & Governance, the Senior Manager, Regulatory Reporting and Tax Accounting leads the finance function for the Bank's regulated entity, acting as the primary contact for all finance-related regulatory matters.

The role is responsible for the accurate and timely production of regulatory returns, ensuring full compliance with FCA and other relevant requirements, and maintaining a robust control framework. In addition, the role oversees the Group's tax compliance, working closely with external advisors to ensure the correct calculation, reporting, and payment of taxes across all entities, including those for which the Bank provides accounting services. This position plays a key role in safeguarding the Bank's financial integrity and regulatory standing

Main duties

Regulatory reporting

- Key finance contact for regulated entities (currently BBB Investment Services Limited), to advise on finance / reporting related matters including but not limited to:
- Prepare quarterly regulatory reporting (MIFIDPRU), ensuring accurate, timely and consistent reporting to our regulators
- Build and maintain control framework around regulatory reporting. Address internal audit actions
- Preparation and ownership of monthly spreadsheets for regulatory reporting
- Working with the BBB Investment Services team and Compliance teams to enhance reporting, including any new future requirements. Regulatory horizon scanning and impact assessments of new rules (e.g. CASS if FCA permissions change)
- Be the finance key contact and advise on technical accounting for BBBIS, including accounting for carried interest
- Collaborate with the FC&G Director to develop and implement finance strategies that support BBBIS's evolving advisory role in new fund investments, ensuring regulatory reporting frameworks remain fit for purpose and aligned with emerging requirements.

Tax accountant

- Managing the tax matters of the BBB Group and its subsidiaries, which includes, but is not limited to:
 - Ensure compliance with HMRC Senior Accounting Officer regime
 - Being the main point of contact for BBB's external tax consultants, ensuring that they meet each delivery deadline (both at provisioning and finalisation stages)
 - Reviewing each entity's tax computations and ensuring timely submission of corporation tax returns on a yearly basis. Liaison with HMRC on audits or queries.
 - Managing a team of staff across various departments during the yearly collection of Partnership Tax Returns from 200+ of the Groups investments
 - Performing P&L analysis across all entities, as well as informing tax consultants of organisational changes and ad hoc transactions

Knowledge and experience

Tax accounting
Reporting under IFRS
Strong understanding of financial controls and regulatory frameworks
Previous experience in Financial Services
Previous experience of FCA regulatory reporting is desirable

Internal and external stakeholders

- BBBIS team
- Compliance
- Middle Office
- External tax advisors
- External auditors

Budgets / Delegated Financial Authority / fund size / scope of investments

N/A

Key competencies/behaviours

- Performance and development: Collaborates appropriately, sets clear expectations takes on stretch assignments and delivers against commitments.
- Innovation: Thinks strategically to anticipate future trends and continuously improves processes as we grow.
- Trust and Integrity: Role models the Bank's Values and builds trusting relationships.
- Influencing and Negotiating: Proactively negotiates within the department and wider Bank to influence timelines, expectations and drive improvements.

Qualifications
Essential

- Qualified accountant (ACA, ACCA or CIMA)

Desirable

- CTA

Is this a regulated role?

No