

JOB DESCRIPTION

Job Title	Finance Lead
Reports To	Directors
Date Created/Reviewed	January 2026
Annual Salary	£55k - £65k based on experience (pro-rata for part time)
Location	Unit 2 Norton Farm, Selborne Road, Alton, Hampshire GU34 3NB Hybrid
Employment Type	Permanent

Our Company

Ground & Water was founded in 2009 by long-time friends Dipalee Jukes and Francis Williams, driven by a shared vision: to engineer a better world. From the very beginning, the company has been guided by three core values - Courage, Commitment, and Community, which shape every decision, every project, and every relationship.

Today, Ground & Water is a close-knit team of highly skilled engineers and professionals, delivering expert geotechnical and environmental engineering solutions to the global construction industry.

With over 6,700 projects completed, from homes and hospitals to sports grounds and schools, the company combines technical excellence with sustainable practices, ensuring every solution contributes to a safer, stronger, and more resilient future.

What truly sets Ground & Water apart is its culture. We believe that great job enjoyment is critical, and our work is participative, varied, and rewarding. Everyone in our community plays a part in our success, working in a positive, supportive environment where collaboration thrives and opportunities for growth are real.

Our vision isn't just about engineering solutions, it's about creating an organisation we all want to be part of, where doing business for good is more than a mission; it's a way of life.

The Role

As Finance Lead, you will be a key member of the senior leadership team, playing a pivotal role in managing and improving the company's financial health. Working closely with Ground & Water's Leadership Team, you will lead budgeting, forecasting, reporting, and strategic planning, ensuring accurate financial data and implementing cost controls to guide the business toward its objectives.

This role combines hands-on financial management with strategic leadership, requiring strong analytical skills, commercial awareness, and the ability to streamline processes for efficiency.

You will provide insights that shape business decisions, support growth, and contribute to creating a well-managed, compliant, and welcoming office environment, balancing financial accuracy with effective administrative support.

Key Responsibilities:

Financial Management & Reporting

- Prepare accurate monthly, quarterly, and annual financial statements (P&L, balance sheet, cash flow).
- Ensure compliance with HMRC regulations and company policies.
- Oversee taxation planning with external accountants.
- Deliver timely management reports and dashboards.
- Present financial results to senior stakeholders.
- Serve as the primary escalation point within the credit control process, overseeing recovery of outstanding debts and coordinating legal action where necessary.

Budgeting & Forecasting

- Lead annual budgeting and quarterly reviews.
- Develop financial forecasts aligned with company goals.
- Monitor performance against budgets and recommend adjustments.

Cash Flow & Risk Management

- Manage cash flow, working capital, and risk management.
- Optimise working capital and mitigate financial risks.
- Build and maintain strong relationships with banks, brokers, and financial institutions
- Responsible for the accurate and timely processing of payments to subcontractors and suppliers, ensuring compliance with contractual terms, company policies, and agreed payment schedules.

Compliance & Internal Controls

- Implement and maintain robust internal control systems.
- Uphold financial policies and procedures, HMRC requirements, PCI DSS, and GDPR compliance.
- Coordinate internal and external audits.

Strategic Planning & Analysis

- Provide financial insights to support decision-making and corporate strategy.
- Conduct detailed financial analysis and modelling to identify trends, risks and growth opportunities.
- Collaborate with the sales team to support internal pricing analysis, ensuring pricing is accurate, competitive, and aligned with commercial objectives.
- Partner with leadership to develop long-term business plans and funding strategies.

Operational Duties

- Oversee payroll and pension administration.
- Approve payments and maintain delegated authority schedules.
- Oversee book keeping duties, carried out by others, including tasks such as daily bank reconciliation and credit control, including debt recovery procedures.
- Liaise with outsourced providers and act as the financial bridge to the business.

Systems & Process Improvement

- Oversee financial systems and ERP implementation.
- Streamline processes for efficiency and accuracy.
- Stay current with technological and accountancy software developments.

Sustainability Responsibilities:

- Integrate ESG criteria into budgeting, investment decisions, and long-term financial planning.
- Report ESG data and track carbon emissions (Scope 1, 2, and 3).
- Identify cost-saving opportunities through energy efficiency, waste reduction, and sustainable procurement.
- Drive digital workflows and sustainable supplier choices.
- Communicate sustainability performance and support certifications (e.g., B Corp, ISO 14001).

Professional Development:

- Keep abreast of changes in accounting practices, HMRC requirements, and finance sector trends.
- Invest in personal development as a senior team member.

What Success Looks Like:

- Achievement of direct KPIs* and contribution to wider team objectives.
- Effective prioritisation of daily, weekly, and monthly tasks.
- Timely delivery of reports and strategic insights.
- Full compliance with regulatory requirements.
- Effective cash flow and risk management.
- Streamlined processes and robust internal controls.
- Effective budget management and cost control.
- Clear communication of financial health to stakeholders.
- Active contribution to business growth and transformation.

*Your role will be subject to Key Performance Indicators (KPI's) these will be based on the key requirements for the role.

ABOUT YOU

- Ambitious, proactive, and commercially minded.
- Highly organised with strong analytical and problem-solving skills.
- Excellent communication and stakeholder management abilities.
- Comfortable making high-level decisions and driving change.
- Personable, adaptable, and enthusiastic.
- A collaborative team player, willing to support multiple departments (Engineering, HR, Sales).

Your Experience, Knowledge, and Qualifications

- ACA/ACCA/CIMA qualified or in the final stages of certification.
- Degree in accounting, business, economics, or finance or QBE with at least 10 years' experience in a similar role.
- Proven experience in finance administration, budgeting, cost-benefit analysis, and creating complex dashboards.
- Ability to interpret data and make sound, evidence-based decisions.
- Strong communication skills for engaging with diverse stakeholders.
- Excellent IT proficiency, including Microsoft Office Suite and financial software.
- UK driving license and eligibility to work and live in the UK.

Key Skills and Attributes:

- Financial reporting and compliance (IFRS, GAAP, HMRC regulations).
 - Budgeting, forecasting, and financial planning.
 - Cash flow and risk management.
 - Strategic financial analysis and decision-making.
 - Advanced proficiency in financial software and MS Excel.
 - Strong leadership and team management.
 - Excellent written and verbal communication.
 - Analytical thinking and problem-solving.
 - High attention to detail and organizational skills.
 - Integrity, discretion, and professional ethics.
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Our commitment to engineering a better world:

JEDI – Justice, Equity, Diversity and Inclusion:

Ground & Water is an equal opportunity employer, and we warmly welcome candidates from all backgrounds to apply. Guided by our values of community, courage, and commitment, we strive to create a workplace where everyone feels supported, respected, and empowered to contribute. We are dedicated to building a diverse and inclusive environment where every voice is valued.

United Nations Sustainable Development Goals:

This role contributes to several United Nations Sustainable Development Goals (UN SDGs), even if indirectly. The most relevant are shown below:

