

# Polly Brightman

Financial Accountant - London, United Kingdom

W: <http://www.worky.com/polly-brightman>

Proven Financial Controller with experience across a range of industries and international markets

## Professional Experience

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2007 - Present

### Financial Controller

- Preparation and consolidation of group accounts
- Manage the internal audit function of the company
- Identify areas of risk
- Prepare and present internal audits on operating retail units
- Liaise with Company Directors
- Manage cash flow management

Key Skills

Accounts, Cash Flow Management, Financial Control, Internal Audits, Management Accounts, Staff Management

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2004 - 2007

### Financial Controller

- Analysed Management Accounts for group
- Preparation of Financial Performance Reports for Board of Directors
- Preparation of yearly budgets
- Shared responsibility for the Year End Audit process
- Monitored cash flow for group units in the South East
- Set up of new payroll system

Key Skills

Accounts, Cash Flow Manager, CIMA, Financial Accounts, forecast and budget preparation, Management Accounts, Payroll

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2001 - 2004

### Accountant

- Preparation, review and presentation of monthly accounts
- Responsible for timely submission of VAT returns and PAYE/PRSI returns
- Ad-hoc financial duties as required
- Overseen Company Secretarial work

Key Skills

Account Management, Accounts, Company Secretarial, Secretarial

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## Education and Qualifications

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2002

### Certificate - ACCA

ACCA

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2000

### Masters/PostGrad - Accounting Information Systems

UCD

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