

Job Description – Project Accountant

MGI Engineering Ltd is looking for a Project Accountant to join our highly skilled team to deliver cutting-edge solutions in the aerospace, automotive, motorsport, marine and defence sectors. MGI Engineering is accelerating the creation of technologies towards a net carbon zero future.

Founded in 2003 by our CEO Mike Gascoyne, MGI Engineering has circa 40 full-time engineering staff based in Witney, Oxfordshire, delivering innovative technology solutions to wider mainstream and newly developing industry sectors. We are a very dynamic team with many exciting clients and projects. We pride ourselves on having a can-do attitude.

The technical team leverages its extensive experience in the F1 industry to deliver customised, highly innovative solutions to meet our client's specific requirements within different sectors. Our DNA is rooted in extensive, fast-paced R&D development, on-time and within-budget delivery, and reliance on a trusted international network of partners and specialists. We believe in sustainability, mobility and reusable energy technology across all our supported sectors.

Job Summary:

As a key member of our small and collaborative finance team, the Project Accountant will be responsible for the financial management, monitoring, and analysis of our project portfolio. Reporting directly to the **CFO**, you will play a central role in ensuring that projects are planned, delivered, and reviewed with strong financial control, clear reporting, and commercial insight.

This role requires an organised, analytical finance professional with strong attention to detail and the ability to work closely with operational teams to drive accurate project accounting and support informed decision-making.

Key Responsibilities:

Project Financial Management

- Maintain accurate project budgets, forecasts, and cost tracking throughout the project lifecycle.
- Support project managers in reviewing financial performance, identifying risks, and implementing corrective actions.
- Monitor project expenditure, ensuring correct allocation of labour, materials, subcontractors, and overheads.
- Prepare regular project financial reports including cost-to-complete, margin analysis, and variance commentary.

Billing & Revenue

- Manage project billing cycles, ensuring timely and accurate invoicing in line with contract terms.
- Oversee revenue recognition and WIP analysis in accordance with company policies and accounting standards.

Month-End & Reporting

- Prepare project-related month-end journals, including accruals, prepayments, and adjustments.
- Reconcile project accounts and ensure accurate ledger postings.
- Support preparation of management accounts and financial reporting packs.

Compliance & Audit

- Maintain audit-ready financial records for all projects.
- Support internal and external audit processes as required.
- Ensure compliance with financial controls, company policies, and customer/contract requirements.

Process & System Improvement

- Contribute to continuous improvement across project accounting and financial reporting.
- Support development of standardised project financial processes and documentation.

Skills & Experience Required

- AAT Level 3 qualification (minimum requirement)
- Demonstrable experience in project accounting, management accounting, cost accounting, or a similar analytical finance role
- Strong working knowledge of QuickBooks
- Advanced Excel skills (pivot tables, lookups, analysis tools)
- High attention to detail, accuracy, and analytical capability
- Excellent communication skills and confidence working with project managers and non-finance colleagues
- Ability to work independently and collaboratively within a small finance team
- Desirable
- Experience using MRPEasy
- Experience working in an engineering, manufacturing, or defence environment
- Understanding of project-based accounting methodologies (e.g., cost-to-complete, milestone revenue, WIP)
- Interest in or progression towards further qualifications (AAT Level 4, CIMA, ACCA)
- Ability to work under pressure and meet tight deadlines.

You will join a small, close-knit finance team where every individual plays a key role in supporting the business. This role offers significant responsibility, visibility, and exposure, making it an excellent opportunity for someone seeking meaningful impact and career progression.

Benefits:

- Competitive salary
- 25 days holiday + bank holidays
- Flexible benefits scheme
- Free Breakfast
- Birthday day off
- Flexible working hours

Contract hours:

Full time, permanent

Primary location:

Witney, Oxfordshire, onsite

Salary:

£45,000.00 - £60,000.00 per annum