**JOB DESCRIPTION – DEALERSHIP ACCOUNTANT**

Job Title: Dealership Accountant

Job Holder:

Location:

Reports To:

Significant Relationships:

**KEY TASKS AND RESPONSIBILITIES**

* Prepare monthly management accounts and oversee production of monthly Board report;
* Submission of composite returns;
* Prepare regular profit forecasts and KPI reports;
* Take ownership of balance sheet;
* Manage dealership assets;
* Present and interpret financial data in a meaningful manner;
* Work closely with rest of dealership management team to increase profitability;
* Work with other Dealership Accountants to develop process improvement

Signed on behalf Date

of the Company

I have received a copy of this Job Description, read it, understood it and agreed to it.

Signed Date

Print Name