

## **FINANCIAL CONTROLLER PROFILE:**

### **HOGS HAVEN GOLF CLUB**

### **ST ANDREWS, SCOTLAND**

#### **THE FINANCIAL CONTROLLER OPPORTUNITY AT HOGS HAVEN GOLF CLUB**

Reporting to the Director of Finance, the Financial Controller will support the effective financial management of Hogs Haven Golf Club, combining oversight of day-to-day finance operations with meaningful input into planning, performance, and decision-making. Leading the core Finance team, the position will ensure robust financial control, accurate reporting, and strong governance, while contributing to budgeting, forecasting, and the development of financial strategy across both the development and operational phases of the club. Acting as a key business partner to senior leadership, the role will provide clear financial insight, support commercial decisions, and help build an efficient, well-structured finance function that underpins the delivery of a high-quality member and guest experience.

#### **ABOUT HOGS HAVEN GOLF CLUB**

Hogs Haven Golf Club is an extraordinary new private members' club set in the rolling hills overlooking the ancient city of St Andrews, just moments from the historic town widely regarded as the birthplace of golf. Thoughtfully conceived to blend tradition with innovation, the development will offer an exceptional golf and lifestyle experience for a discerning international membership.

The club will offer members and guests a range of world-class amenities, including:

- An 18-hole championship golf course with world-class practice facilities
- A Par 3 course and a Himalayan putting course
- A clubhouse, spa, lodge, and cottages
- The restoration of the original farmhouse building to create a unique halfway house dining experience

#### **FINANCIAL CONTROLLER – POSITION OVERVIEW**

##### **Leadership**

- Lead, coach and develop the Finance Assistants, overseeing activities across Accounts Receivable, Accounts Payable, revenue recognition, payroll (currently outsourced) and treasury.

##### **Strategy, Planning & Performance**

- Lead medium and long-term financial planning, including annual budgets and multi-year forecasting across P&L, balance sheet and cashflow.
- Translate strategic objectives into clear financial targets and KPIs across all business units, challenging assumptions and optimising return on investment across both capex and opex.
- Drive improvements in margin, cash generation and operational efficiency, providing scenario planning and sensitivity analysis to support key decisions.
- Partner with the Director of Finance and senior leadership to evaluate growth opportunities, investments, pricing strategies and new initiatives.
- Establish and manage a structured finance calendar covering budgeting, reporting and compliance timelines.
- Support the development of pricing models, financial forecasts and the club's membership accounting framework.

##### **Financial Control, Reporting & Insight**

- Support oversight of the development project budget, including tracking construction spend, contractor payments and professional fees.
- Lead the monthly close process and management reporting, ensuring accuracy, clarity and insightful variance analysis.
- Prepare high-quality board reporting, delivering clear and transparent financial narratives.
- Take responsibility for the preparation of year-end statutory accounts.

- Maintain strong financial controls, policies and procedures across treasury, tax, reporting and risk management, including oversight of working capital and cashflow.
- Develop and implement finance systems, controls and processes appropriate to both development and operational phases.
- Establish and maintain the Fixed Asset Register.
- Ensure balance sheet integrity through timely and accurate reconciliations.
- Ensure finance systems and data structures support reliable reporting and timely insight.
- Oversee payroll processes (outsourced) including all associated monthly and annual reporting requirements.

#### **Governance, Compliance & Risk**

- Ensure full compliance with UK GAAP (FRS 102), Companies Act, HMRC requirements (including VAT), PAYE/NIC and UK GDPR.
- Support financial risk management, maintaining risk registers, internal controls and delegated authorities.
- Manage relationships with external auditors, ensuring audit readiness and delivery of all requirements.
- Oversee company-wide insurance arrangements.

#### **Business Relationships**

- Build and maintain strong relationships with bankers, auditors, tax advisors, insurers, IT providers and HMRC.

#### **Business Partnering & Leadership**

- Act as a trusted adviser to the Director of Finance and senior leadership, providing clear, commercially focused financial insight and recommendations.
- Build a high-performing finance function, setting clear objectives and supporting the development of team members.
- Encourage cross-functional collaboration to support effective decision-making across the business.
- Communicate financial information clearly and effectively to non-finance stakeholders.

#### **Finance Systems, Process Excellence & Transformation**

- Support the development and delivery of the finance systems and transformation roadmap, including automation and enhanced reporting.
- Introduce and embed digital tools to improve efficiency across invoicing, budgeting and forecasting.
- Ensure consistent and robust budgeting processes are implemented and adhered to across all departments.
- Lead continuous improvement initiatives to enhance productivity, reduce manual processes and strengthen financial governance.

#### **CANDIDATE QUALIFICATIONS**

- Proven experience in a senior finance role (Financial Controller, Finance Manager or Financial Accountant), with a minimum of two years' operating at this level.
- Demonstrated ability to lead, mentor and develop finance teams, fostering a culture of accountability and continuous improvement.
- Experience managing complex budgets and financial modelling, ideally within a pre-opening, development or capital project environment.
- Strong technical knowledge of accounting standards, financial reporting and regulatory compliance.
- Experience establishing and developing financial processes, systems and controls within a growing or evolving business.
- Hands-on oversight of core finance functions including Accounts Payable, Accounts Receivable and Treasury.
- Proven responsibility for budgeting, forecasting, cashflow management and board-level reporting.
- Track record of strengthening financial controls, improving month-end close processes and providing clear, commercially relevant insight.
- Experience implementing and optimising finance systems and technology platforms.
- Experience managing external audit processes and delivering statutory reporting under UK GAAP.
- Experience within hospitality, leisure or member-based environments is desirable.
- Exposure to ERP system implementation or transformation (e.g. Access EVO or similar), alongside experience with business intelligence, data visualisation and data governance tools is desirable.

#### **EDUCATIONAL AND CERTIFICATION QUALIFICATIONS**

- Fully qualified accountant (ACCA / CIMA / ACA or international equivalent).

- Evidence of CPD and leadership training.
- The selected candidate must have the right to work in the UK.

### **SALARY AND BENEFITS**

The role offers a competitive salary, complemented by a strong performance-related bonus and a comprehensive benefits package.

### **INSTRUCTIONS ON HOW TO APPLY**

Please upload your CV and cover letter in that order using the link below. You should have your documents fully prepared to be attached when prompted for them during the online application process. Please be sure your image is not present on your CV or cover letter; that should be used on your LinkedIn Profile.

Prepare a thoughtful cover letter addressed to **Mr. Pete Rubie, Director of Finance**, and clearly articulate your alignment with this role, why you want to be considered for this position at this stage of your career, and other factors that make this opportunity attractive to you.

**You must apply for this role as soon as possible but no later than Friday 15<sup>th</sup> May 2026. Candidate selections will occur in late May with first stage interviews following shortly after.**

IMPORTANT: Save your CV and letter in the following manner:

“Last Name, First Name - CV” &

“Last Name, First Name - Cover Letter – HHGC - FC”

(These documents should be in Word or PDF format)

Note: Once you complete the application process, you are not able to go back in and add additional documents.

[Click here](#) to upload your CV and cover letter.

If you have any questions, please email Zak Kuebler: [zak@kkandw.com](mailto:zak@kkandw.com) or Michael Herd: [michael.herd@kkandw.com](mailto:michael.herd@kkandw.com)

### **Lead Search Executive:**

Michael Herd

Head of International Search & Consulting, KOPPLIN KUEBLER & WALLACE

**O:** (833) KKW-HIRE, ext. 710 – United States

**M:** +44 (0) 7903 035312 – United Kingdom

[michael.herd@kkandw.com](mailto:michael.herd@kkandw.com)