



<https://www.fdcapital.co.uk/job/part-time-finance-director-oxfordshire/>

Part-Time Finance Director – Oxfordshire

Description

Location: North Oxfordshire (Remote-first with occasional on-site visits)

Engagement Type: Consultancy / Ltd Co contractor preferred

Start Date: July 2025 (subject to transaction completion)

Budget: ~£600 day

Company Context

We are in the final stages of acquiring a profitable commercial property consultancy in **North Oxfordshire**, with annual revenues of **£2.5 million** and **£1.5 million EBITDA**. Our strategic goal is to **organically grow EBITDA to £2.5+ million** over the next five years by leveraging the company's strong market position and operational optimisation.

To support this ambition, we are seeking a **Part-Time Finance Director** to work closely with the incoming management team and assist in leading this transition and scale-up effort.

Engagement Structure

- **Ramp-up phase:** Up to **10 days/month** for the first 2 months
- **Ongoing support:** **3–5 days/month** thereafter
- **Duration:** Initial **12-month contract**, with potential for renewal
- **Location:** Primarily remote; occasional site visits expected (particularly during ramp-up)

Responsibilities

Key Responsibilities

- Oversee **migration from Sage Line 50 to Xero**
- Assist in **recruiting a part-time bookkeeper**
- Develop and embed **robust credit control processes**
- Lead the creation of **budgeting and forecasting models**
- Define and implement **financial KPIs and dashboards**
- Produce and maintain **12–24 month rolling cashflow forecasts**
- Establish a **resilient client account reconciliation process**
- Develop tools to **track client revenue longevity**
- Provide **strategic financial input** to support growth and investment readiness
- Support refinement of **management accounts and internal controls**
- **Map and streamline** current financial processes
- Liaise with external professionals including **corporate finance partners** to help raise 2.5x EBITDA within 12 months

Qualifications

Hiring organization

FD Capital Recruitment

Employment Type

Part-time

Beginning of employment

1st July 2025

Duration of employment

12 months

Industry

Commercial Property

Job Location

Oxford, Oxfordshire, United Kingdom

Working Hours

9-5

Base Salary

£ 600 - £ 600

Date posted

June 20, 2025

Valid through

30.06.2025

Candidate Profile

- Proven track record as an FD or senior finance consultant within **SMEs (£1m–£10m turnover)**
- Strong interpersonal skills to support a smooth handover from the outgoing owner (who will remain involved for 12 months)
- Deep experience in **forecasting, budgeting, and performance management**
- Hands-on and commercial approach; thrives in lean, entrepreneurial environments
- Experience with **Xero** and **finance systems migrations** is a plus
- Sector knowledge in **property or professional services** is desirable
- Experience in **fundraising or liaising with corporate financiers** highly valued

Job Benefits

Attractive day rate

Contacts

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