

#### Accountant

**Salary: £34,907 per annum**

A warm and welcoming community, Sir John Deane’s Sixth Form College is an excellent place to work. Applications are invited for the post of Accountant to support the Deputy Principal (Finance and Resources).

We are committed to Equal Opportunities and positively welcome applications from every section of the community.  We particularly welcome applications from black and ethnic minority applicants as they are under-represented within the College. The ability to fulfil all spoken aspects of the role with confidence through the medium of English is essential. Sir John Deane’s is also committed to safeguarding and promoting the welfare of children and young people and the British values of democracy, the rule of law, individual liberty and mutual respect and tolerance. We expect all staff and volunteers to share this commitment.

## The Post

The successful candidate will lead the production of all financial information for the Sixth Form College. Providing financial accounting support, helping to enhance our financial reporting, and improving transactional processes, you will ensure that the appropriate levels of financial control are in place across the College.

The successful candidate will be professionally qualified with practical knowledge of all accounting functions. They will have experience of successful budget management and be a skilled communicator capable of explaining accounting and financial matters to non-accountants. They will also be able to prepare and analyse numerical data quickly and accurately and have an eye for detail.

The post is full time (37 hours per week) and hours of work will be usually be 8.30 am to 4.30 pm Monday to Thursday and 8.30 am to 4.00 pm on Friday.

The successful applicant will be required to complete a medical screening questionnaire. The College will also carry out a Disclosure and Barring check.

## Benefits

* Local Government Pension scheme – employee contributions vary between 5.5% and 9.2% dependent upon level of salary. Employer contributions are currently 19.95%.
* Free on site car parking
* Free Wi-Fi access
* Free access to colleges leisure centre/swimming pool
* Preferable rates on adult education courses
* Preferable rates on children’s holiday activity club
* Funding for training and development
* CPD events throughout the year
* Two onsite Starbucks cafes
* Onsite canteen and deli bar with daily homemade cakes
* College wide staff lunches
* Christmas social event
* Long service awards
* Access to counselling/EAP service
* Eye care vouchers
* Access to health plan
* Access to Occupational Health service
* Family friendly policies

## Closing Date for Applications

The closing date for applications is 9.00 am on Tuesday 27th August.

We wish you every success in the process of applying for a post at Sir John Deane’s. Sir John Deane’s is a wonderful College and we hope you can make your own contribution to our community.

Kerry Kirkwood

**Principal**