

COLLEGE / MAT ACCOUNTANT

SPECIFICATION	ESSENTIAL	DESIRABLE
Experience	<p>A successful accountancy career in the commercial, educational or charitable sector.</p> <p>Experience of:</p> <ul style="list-style-type: none"> • preparing financial reports, budgets, cashflows and commentaries. • preparing VAT returns. • managing a team of accounts staff. • preparing Charity SORP accounts. • further education funding methodology. 	<p>Experience of using 'Parent Pay' or an alternative online payment software for parents.</p> <p>Experience of contract management and procurement.</p>
Qualifications	Hold a CCAB professional qualification and be a current member of the CCAB body.	Degree or equivalent qualification in financial or management accounting.
Training	Evidence of continuing professional development relevant to the post.	

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Skills and Attributes	<p>Strong analytical skills, accuracy and attention to detail.</p> <p>Ability to communicate complicated financial issues both orally and in writing.</p> <p>Ability to form effective relationships with a wide variety of internal and external partners.</p> <p>Ability to work to deadlines.</p> <p>Ability to work successfully as an individual and as part of a team.</p> <p>Flexible attitude to duties.</p> <p>Appreciation of the academic ethos of the Heart of Mercia MAT.</p> <p>Strong IT skills and the ability to quickly learn software packages.</p> <p>Commitment to safeguarding and promoting the welfare of young people.</p>	Some flexibility in working hours.