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PERSON SPECIFICATION

**Finance Director**

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|  | **Essential** | **Desirable** |
| Qualifications and training | * Hold a Accountancy qualification (CCAB) or a professional qualification in Business Management | * Educated to Degree Level * To have evidence of continued up to date professional development |
| Experience | * Significant experience in leading an effective finance function, with responsibility for budgets * Proven experience of designing and implementing financial management processes and controls | * Previous experience of working in the Education or Local Government Sector * Experience of working with a Head teacher/Principal and Governing body |
| Skills | * The ability to communicate complex financial information clearly and concisely to a range of audiences. * The ability to produce effective reports, forecast expenditure, and demonstrating expense to budget year to date. * Excellent IT skills relating specifically to Excel and Financial Systems * Numeracy and the ability to interpret data accurately. | * The ability to build effective working relationships with staff and other stakeholders. * Advice and guidance to a wide range of people |
| General | * Excellent communication skills written and verbal * Excellent leadership skills and the ability to inspire and challenge colleagues, peers and teams * Ability to work strategically, and to tight deadlines with the minimum of supervision * Significant level of knowledge on accounting procedures and requirements | * Knowledge of public finances, and funding streams for schools |