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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
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| 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
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| 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
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| 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
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