**FINANCIAL CONTROLLER – PERSON SPECIFICATION**

The successful candidate will meet the following person specification and the listed criteria will form the basis of the selection process. Applicants should address all elements and indicate experience and where appropriate cite supporting examples.

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| **Attributes** | **Essential**  | **Desirable**  |
| Knowledge and experience | Finance degree, CCAB, CIMA or equivalent qualificationSuccessful experience of working in a school or Academy finance role, or in a similar position working alongside schools eg qualified accountantSuccessful experience of managing large and complex budgetsSuccessful experience of producing and presenting complex management accountsKnowledge of Academy financial rules and regulations,Knowledge of Charites SORP, PAYE and VAT Regulations | Engagement with wider educational partnershipsExperience of successful bid writing or fundraisingEvidence of relevant Continuing Professional Development |
| Skills and Abilities | Excellent financial management and financial planning skillsAbility to introduce and maintain effective and robust financial systems Outstanding communication skills; ability to communicate effectively at CEO, Chair of Board, Headteacher, and Governor level and to liaise effectively with internal and external auditors, as well as Government agenciesAbility to analyse financial issues and to interpret complex information and offer sound, reliable and professional adviceStrong IT skillsCommercial awareness and ability to achieve value for moneyAbility to work effectively under pressure, managing conflicting priorities and to meet challenging deadlinesAbility to work independently to tackle problems creatively and to think laterallySelf-motivated with the ability to motivate and challenge colleagues, peers and teams  | Ability to interrogate school performance data and finances and identify next steps for progressEffective negotiation skillsKnowledge of using educational finance packagesReceptive to new ideas and able to generate them |
| Personal qualities | Commitment to working in an educational settingSuccessful record of establishing and maintaining excellent internal and external working relationshipsPositive, enthusiastic outlook with energy, drive, enthusiasm and determination to succeedAbility to attend evening meetings as requiredAbility to work across multiple sitesFlexible with the willingness to support colleagues at pressure pointsResilient |  |