



Person Specification

POST TITLE: Financial controller

DATE: May 2021

CATEGORY/ ITEM	Essential	Desirable
Qualifications, Knowledge and Experience		
<ul style="list-style-type: none"> • AAT qualified • CCAB qualified • Evidence of continuing professional development • Working knowledge of Financial Controls and Accounting • Experience of managing and leading teams • Experience of audit processes and supporting the preparation of annual accounts • Experience of using finance systems • Experience of using Hoge 100 finance system 	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p>
Skill, Abilities and Personal Qualities		
<ul style="list-style-type: none"> • Excellent communication and interpersonal skills (Oral, written, presentational) and ability to build working relationships with all levels of the organisation • Self-motivated and able to act on own initiative • Excellent IT skills including Microsoft Excel • Flexible approach and positive attitude to work 	<p>X</p> <p>X</p> <p>X</p> <p>X</p>	