Job Title: Finance Manager Date: April 2025

|  | Essential | Desirable  |
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| Relevant Knowledge and Experience  | • Detailed working and up-to-date knowledge of current legislation relating to Local Authority Accounting, including IFRS and CIPFA Codes of Practice.• Significant experience undertaken in a finance position within Local Government or related sector.• Compiling the statutory year-end financial statement.• Knowledge of Windows-based software and finance systems. • Knowledge of Capital accounting and Financing.• Knowledge of Treasury Management Code of Practice, including Prudential Code. | • Knowledge of Insurance Frameworks.• Knowledge of Risk Management Practices.* Knowledge of Procurement Procedure Rules and Legislation.

Collection Fund experience, including year end closedown and budgeting. |
| Qualifications  | • Fully qualified CCAB accountant and member of one of the major accounting bodies. | • Educated to degree level or equivalent.• Management Qualification. |
| Skills and Abilities  | * Excellent report writing and presentation skills via use of PowerPoint.
* Excellent communication skills.
* Numerate.
* Able to organise and prioritise work to meet deadlines.
* Strong attention to detail.
* Effective team worker
* Problem solving skills
* Flexibility in terms of hours and duties
* Ability to remain calm whilst under pressure
* Treat all individuals with dignity and respect
* Excellent People Management Skills
* Able to motivate employees and have difficult conversations
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| Other Requirements  | * To demonstrate and promote the Council’s visions and values.
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