

PERSON SPECIFICATION

Please evidence how you meet the following requirements within your application. If you are shortlisted, you will be asked to evidence this in more detail.

Skills / Knowledge / Experience	Essential	Desirable	Evidence
Experience in a finance supervisory or managerial role		X	Application / interview
Experience in financial reporting, reconciliation and managing financial systems		X	Application / interview
Charity sector experience		X	Application / interview
Accounting experience or studying towards / qualification (e.g. AAT, ACCA, CIMA)		X	Application / interview
People management skills with the ability to lead and motivate a team		X	Application / interview
Strong IT skills including proficiency in finance-related software and systems.	X		Application / interview
Highly organised with strong attention to detail	X		Application / interview
Ability to manage multiple tasks and prioritises effectively	X		Application / interview
Strong analytical and problem-solving skills	X		Application / interview
Excellent communication and interpersonal skills	X		Application / interview
Ability to work independently and as part of a team	X		Application / interview
Strong ethical standards and high levels of integrity.	X		Application / interview
Commitment to ongoing professional development.		X	Application / interview
Proactive and adaptable approach to work.	X		Application / interview
Willingness to participate in organizational training and development programs.		X	Application / interview
Proven track record of process improvements or implementing changes	X		Application / interview

