

Person Specification

Lead Financial Adviser



Part A

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

- Fully qualified chartered accountant in either CIPFA, CIMA, ICAEW or ACCA.
- Experience of improving financial performance of services and processes through collaboration and effective partnering.
- Experience of providing financial advice, guidance and analysis to non-financial managers.
- Excellent communication skills
- Excellent relationship management skills
- Experience of completing business cases and options appraisals and providing financial advice to revenue and capital projects.
- Excellent knowledge of relevant financial, legal and technical policies, regulations and procedures within a local authority context.
- Experience of preparing/monitoring revenue budgets
- Experience of interpreting and applying relevant technical guidance and regulations including accounting standards, concepts and conventions and preparing local authority statutory accounts.
- Experience of accounts closedown processes – e.g. raising year-end debtors and creditors, preparing notes to the accounts.
- Well-developed ICT skills and a track record of using financial systems and software packages.

Part B

The following criteria will be further explored at the interview stage:

- Approach to applying and interpreting financial legislation and regulations.
- Evidence of an open and collaborative style and effective finance partnering skills.
- Ability to proactively understand and resolve business performance issues.
- Excellent communication skills particularly in relation to financial information and concepts.
- Able to work independently and also as part of a multi-disciplinary team.
- Able to manage multiple competing priorities and work to delivery deadlines
- Approach to analysing information to make sound financial recommendations.
- Interpersonal and relationship management skills.
- Understanding of the Combined Authority's equalities policy and applying this in the workplace

Additional Requirements

This post is politically restricted.