



South Tyneside Council

BUSINESS AND RESOURCES

PERSON SPECIFICATION

POST TITLE: Finance Advisor

GRADE: Band 8

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Educational Attainment	<ul style="list-style-type: none">• C.C.A.B. qualified with relevant post qualification experience <p><u>OR</u></p> <ul style="list-style-type: none">• Substantial relevant experience	<ul style="list-style-type: none">• Evidence of post qualification training and development	<ul style="list-style-type: none">• Application form• Certificates
Work Experience	<ul style="list-style-type: none">• Experience of budget management in a comparable organisation, evaluating competing budgetary priorities within tight financial limits• Experience of budget setting and accounts closedown in a comparable organisation• Experience of communicating effectively to a wide range of audiences both internally and externally to achieve corporate and service objectives of a comparable organisation• Experience of participating effectively in multi-disciplinary groups to achieve desired outcomes	<ul style="list-style-type: none">• Experience of working effectively with elected members• Experience of exploiting new opportunities, leading and managing change in a multi-disciplined organisation to achieve desired outcomes	<ul style="list-style-type: none">• Application form• Interview• References• Presentation
Knowledge/ Skills/ Aptitudes	<ul style="list-style-type: none">• A good understanding of the legislative frameworks relevant to a local authority finance service• A clear understanding of equality and diversity in employment and service delivery within a large and complex organisation		<ul style="list-style-type: none">• Interview• References• Presentation

	<ul style="list-style-type: none"> • Evidence of sound technical accounting knowledge relevant to Local Government • Able to develop practical and creative solutions to the management of corporate and strategic issues • Able to identify and exploit potential income streams • Proficient in the use of spreadsheets 		
Disposition	<ul style="list-style-type: none"> • Able to establish and develop positive relationships with senior officers and employees of all levels and any partner that generates confidence and collaborative working • Able to manage competing priorities whilst under pressure • Able to lead and persuade others • Flexible approach to work • Committed to the principles of equality and diversity 		<ul style="list-style-type: none"> • Interview • References
Circumstances	<ul style="list-style-type: none"> • Full current driving licence or access to a means of mobility support • Baseline security clearance 		<ul style="list-style-type: none"> • Application form • Basic check