Senior Accountant

Person Specification

We will use these criteria to assess your suitability for the job.

Essential

1. Experience of preparing/monitoring capital projects e.g. assessing the one-off and recurring revenue implications of capital and other projects.
2. Experience of preparing/monitoring revenue budgets
3. Experience of interpreting and applying relevant technical guidance and regulations including accounting standards, concepts and conventions and preparing local authority statutory accounts.
4. Experience of accounts closedown processes – e.g. raising year-end debtors and creditors, preparing notes to the accounts.
5. Experience of providing financial advice and technical guidance to non-finance colleagues.
6. Experience of explaining and presenting financial information to non-finance colleagues in user friendly formats.
7. Experience of improving financial systems and processes to make them more efficient and effective, and more user friendly for non-finance staff.
8. High level of competence using financial systems (Newcastle City Council currently uses e5 provided by Advanced).
9. High level of competence using Microsoft Excel, Word and Powerpoint.

10. Excellent written communication skills.

Desirable

1. Relevant CCAB qualification.
2. Understanding of current local government financial issues.
3. Understanding of challenges facing local government sector as a whole and Newcastle City Council in particular.
4. Experience of working with external bodies.

Our Values

Do you share our values of **proud**, **fair**, and **ambitious**?