Ambitious Stockport, creating opportunities for everyone

Thinking Stockport

Achieving as a Team

Working with Ambition

Showing everyone Respect

Job Profile and Working for Stockport

Our Council

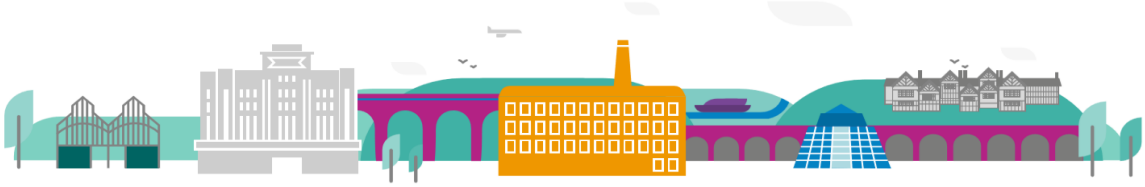
Our employees are our **greatest asset**. We're proud of the way we provide vital frontline services every day and work together, as **one team.**

Our 4 **core values** as shown above, run through everything that we do, and we aim to stay **true** to them regardless of the challenges that we may face.

To **support** our values, we have policies, guidance and procedures around health, safety and welfare, customer care, emergency planning and security that all our **colleagues** are adhering and working to.

We also **pride** ourselves on our commitment to wellbeing and inclusivity of our colleagues and residents.

You can find out more about working for Stockport Council and some of the benefits that we offer our employees at https://greater.jobs/locations/stockport/



Ambitious Stockport, creating opportunities *for everyone*

About the Job

Role:	Senior Finance Officer
Service Area:	Finance – Management Accounting
Directorate:	Corporate and Support Services (CSS)
Salary Grade:	Scale 6

Main Purpose of the Job

As a Senior Finance Officer in the Management Accountancy Team you will support the Management Accountant and Group Accountant in delivering an efficient and effective finance service. Provide financial advice and guidance including preparation and analysis of accurate financial information for stakeholders across the Council. Collaborate with services to ensure robust budget monitoring and forecasting and understanding of significant cost factors.

Key Responsibilities

Summary of responsibilities and key areas:

- Work as part of a team delivering an effective, efficient, professional financial and risk advisory service to the Council.
- Support nominated heads of service to manage and monitor their financial resources, forecasting complex budget scenarios and training budget holders to understand their financial position and to undertake less complex monitoring independently.
- Conduct all work in accordance with generally accepted professional accounting standards.
- Identify and provide timely information on key variances to the Management and Group Accountant to meet financial reporting deadlines.
- Support the budget setting process through the production of staffing estimates and identification of future budget requirements
- Support all aspects of closure of accounts process
- Contribute to Transformation programmes of work and support change implementation

Additional Information

The responsibilities set out in this document, in the advert and any additional information are intended to provide a flavour of the work you will carry out. It is not possible to include everything you will be asked to undertake, and we expect all colleagues to work flexibly according to business needs and to enhance your own development. Your skills, abilities

and training needs will be taken into account and discussed with you when any significant changes to your role are needed. In line with our flexible approach you may be required to work from home for a proportion of your time or from any of the Council's sites across the borough.

The Council is an inclusive employer and holds the Disability Confident and Armed Forces Covenant accreditations. If you have a disability, we will support you by implementing reasonable adjustments to enable you to perform your role.

About You

Please use your application to tell us how well you meet the criteria listed below as these are the key skills, experience, technical expertise and qualifications needed to be successful in the role. We will then use all the information you provide in your application to help us decide whether you are shortlisted for interview. Any interview questions or additional assessments such as tests or presentations may also be broadly based on these criteria:

- Working to the Council's values and behaviours by:
  - Keeping the people of **Stockport** at the heart of what we do
  - Succeeding as a **team**, collaborating with colleagues and partners
  - Driving things forward with **ambition**, creativity and confidence
  - Showing value and **respect** to our colleagues, partners and customers.

- Experience of supporting projects and/or a workload, achieving objectives to time and quality, in a management accountancy or financial advisory role.
- Knowledge and understanding of a work area or specialised skill, in a management accountancy or financial advisory role.
- Experience of supporting projects and processes within political and sensitive environments.
- Experience of working flexibly across teams to implement change or delivery of key projects.
- Experience of analysing data and information to inform solutions, in a management accountancy or financial advisory role. With a good working knowledge of Microsoft Excel.
- Experience of providing value for money and high-quality services in a customer focused environment.
- Effective interpersonal skills working with colleagues to achieve positive outcomes.
- Analytical skills with the ability to interpret information and identify inaccuracies.
- Effective oral and written communication skills, making the most of information and communications technology, with a confident presentational style.
- Demonstrable numeracy, literacy and ICT skills at Level 2 (GCSE) or above, or a willingness to undertake development in this area as appropriate.