

Job Profile and Working for Stockport



Stockport

to keep the people of Stockport at the heart of what we do.

Team

to succeed as a team, collaborating with colleagues and partners.

Ambition

to drive things forward with ambition, creativity and confidence.

Respect

to value and respect our colleagues, partners and customers.

Our Council

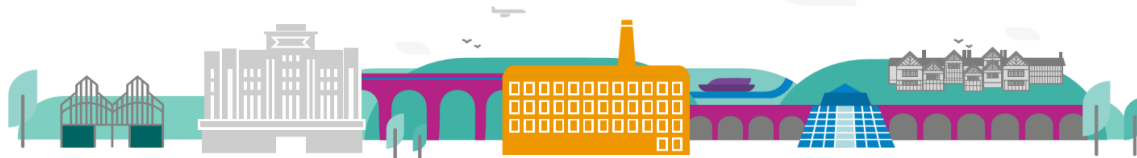
Our employees are our **greatest asset**. We're proud of the way we provide vital frontline services every day and work together, as **one team**.

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/>



About the Job

Role:

Finance Systems Accountant

Service Area:

Finance

Directorate:

Corporate and Support Services

Salary Grade:

MB4 (£46,579 to £53,051)

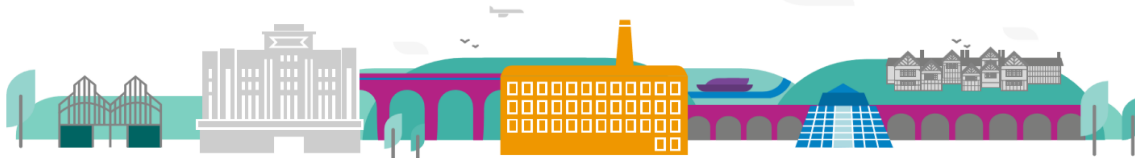
Main Purpose of the Job

As the Finance Systems Accountant, you will provide specialist technical and professional finance systems expertise to ensure the Council's core financial management systems are properly configured, controlled, maintained and developed. You will act as the key professional link between Finance, ICT, system suppliers, auditors and service users, translating accounting, governance and business requirements into practical system solutions that support accurate financial management, statutory reporting, audit assurance and effective decision-making.

- Provide specialist professional advice and guidance on the accounting, reporting, control and governance requirements that the Council's financial systems must support.
- Maintain and develop secure, reliable and fit-for-purpose finance system structures, controls, workflows, reporting hierarchies and data quality arrangements.
- Support effective financial management, statutory reporting, audit assurance and decision-making by ensuring financial information is accurately recorded, appropriately controlled and available in a usable form.

Key Responsibilities

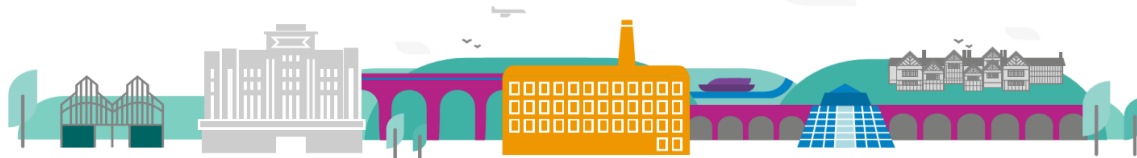
- Lead the configuration, maintenance and development of the Council's corporate financial management system, including chart of accounts structures, reporting hierarchies, financial workflows, user access controls, validation rules and module administration.
- Design, maintain and review financial controls, data integrity arrangements and audit assurance processes within the finance system, including reconciliations, segregation of duties, audit trails, interface controls and corrective action for system or data issues.
- Develop, maintain and validate financial reports, dashboards and management information used by Finance, budget managers, senior officers, auditors and service departments, ensuring outputs reconcile to the general ledger and reflect approved financial structures.



- Lead or provide the professional finance lead role on system upgrades, implementation projects, new modules, reporting developments, automation and process redesign, including defining finance requirements, coordinating testing and advising on readiness for live use.
- Provide specialist advice, guidance and training to Finance colleagues, budget managers, service users and other directorates on finance system processes, reporting, data quality, access controls and correct system use.
- Investigate and resolve complex financial systems, reporting and data integrity issues, working with Finance, ICT, suppliers, auditors and service users to identify root causes and implement practical solutions.
- Maintain assurance over user access, security roles, approval workflows, audit trails and segregation of duties controls, challenging requests that could compromise financial governance or data integrity.
- Support year-end closedown, statutory accounts preparation, audit enquiries, statutory returns and grant or financial submissions by ensuring system data, reporting structures and supporting outputs are complete, accurate and auditable.
- Develop effective working relationships with Finance colleagues, ICT teams, system suppliers, Internal and External Audit, service managers, budget holders and other councils to support system development, issue resolution and best practice.
- Conduct all work in accordance with professional accounting standards, Financial Regulations, information security requirements, audit expectations and agreed change control processes.
- To work positively and inclusively with colleagues and customers so that the council provides a workplace to deliver a service that does not discriminate against people on the grounds of their age, disability, gender reassignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex, or sexual orientation.
- To fulfil personal requirements, where appropriate, with regards to council policies and procedures, standards of attendance, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the council's priorities.

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. The role is a specialist Finance Systems Accountant post rather than a general systems management role. It does not manage ICT infrastructure, but carries significant professional responsibility for the financial design, configuration, control, reporting and data integrity aspects of corporate finance systems. 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.

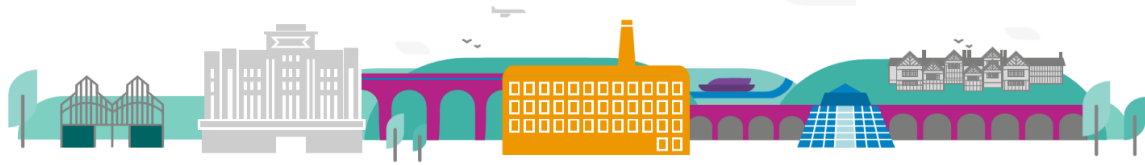


The council is an inclusive employer and holds the Disability Confident and Armed Forces Covenant accreditations. If you have a disability, we will support you by implementing reasonable adjustments to enable you to perform your role.

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:

- Substantial experience of administering, configuring and developing enterprise financial management systems in a large and complex organisation.
- Experience of supporting finance system upgrades, implementation projects, reporting developments, testing cycles, change control and post-implementation support.
- Advanced knowledge of local government finance, accounting standards, financial regulations, statutory reporting, budget monitoring, financial governance and audit requirements.
- Strong understanding of financial data structures, chart of accounts, workflows, interfaces, approval routes, reporting hierarchies, validation rules and data quality controls.
- Experience of designing, maintaining and reviewing financial controls, segregation of duties, access permissions, audit trails, reconciliations and assurance arrangements within a finance systems environment.
- Experience of developing and validating financial reports, dashboards, management information, data extracts and reconciliations using financial systems, spreadsheets, SQL or equivalent reporting tools.
- Effective problem-solving skills, with the ability to investigate complex financial systems issues, assess control and reporting implications, identify root causes and recommend practical solutions.
- Effective stakeholder engagement, influencing and communication skills, with the ability to explain complex financial and technical issues to non-specialists and challenge requests that may compromise controls or data integrity.
- Effective planning and organisational skills, with the ability to manage cyclical financial deadlines, system development activity, audit requirements, support requests and changing priorities.
- Ability to apply professional accounting judgement to system configuration, financial reporting, data integrity, audit assurance and governance matters.



- Ability to work collaboratively with Finance, ICT, system suppliers, auditors and service users to translate accounting, business and governance requirements into practical system solutions.
- Fully qualified AAT or part qualified CCAB / CIMA, or a relevant degree, together with significant experience in finance systems administration, reporting, financial control or a specialist finance systems role.

To work 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.