

Person Specification

Post of Finance Manager

Job Related Criteria	Essential	How Identified	Desirable	How Identified
Qualifications (Academic, Professional & Vocational)	CCAB or CIMA newly qualified or finalist or equivalent experience. Evidence of CPD.	Application Interview Application Interview	CCAB or CIMA Qualified Accountant.	Application Interview Application Interview
Previous Experience (Nature & Level)	Experience at a senior level in a complex multi-professional organisation Successfully led a team responsible for the delivery of a programme/project to improve services. Experience of all aspects of annual accounts.	Application Interview Application Interview	Significant experience at a senior level in an NHS organisation, including supervision of staff. Successfully led a team on a complex project in the NHS or a public sector organisation, including annual accounts. Experience working with healthcare providers at a senior level who have a turnover of £50m+. Good understanding of NHS Financial contract environment including PbR and Non-PbR.	Application Interview Application Interview Application Interview Application Interview
Evidence of Particular: - Knowledge - Skills - Aptitudes	Sound knowledge of accounting principles. Excellent verbal, written, numerical reasoning and presentation skills. Well-developed influencing, negotiation, and communications skills. Ability to learn and adapt behaviours quickly. Understanding of the current NHS policies and strategies.	Application Interview	Detailed knowledge and understanding of specific NHS plans, policies, systems, and processes. Advanced Excel skills.	Interview Interview

	<p>Ability to motivate and lead a team to achieve objectives.</p> <p>Proficient in the use of IT systems and Microsoft Office software, including beyond basic Excel.</p> <p>Political awareness.</p> <p>Able to turn good ideas into action to deliver results.</p> <p>Excellent at prioritising.</p> <p>Experience and knowledge of financial rules support NHS national contract including PbR.</p>			
Specific Requirements and Personal Attributes	<p>Self-motivated.</p> <p>Objective, calm, collected and confident under pressure.</p> <p>Flexible.</p> <p>Professional.</p> <p>Honest.</p> <p>High degree of personal integrity.</p> <p>Access to travel.</p> <p>Positive and enthusiastic.</p> <p>Organised and methodical.</p> <p>Committed to developing self and others.</p> <p>Value diversity</p>	Application Interview		

