



VACANCY

Assistant Accountant

Who are we:

Severndale Specialist Academy is a multi-site Academy catering for children with special educational needs in Shropshire. Our children and young people can access Severndale Specialist Academy from Reception through to Sixth Form and have a range of learning difficulties.

What is the purpose of the role:

The Academy is seeking an experienced AAT qualified professional to join the team as the Assistant Accountant. This is a new position and the successful candidate will play a key role in the Academy ensuring the smooth co-ordination of reporting both internally and externally to statutory bodies.

As the Assistant Accountant you will provide support to the Finance Manager on a range of matters and supervise the Finance Administrator on a day to day basis. You will be an enthusiastic, committed professional who is flexible and reliable and able to work with staff across the Academy with the ultimate goal of achieving the best outcomes for our students.

Role requirements:

- AAT qualified
- Willingness to undertake in house training
- Proven track record in finance and reporting

Skills required:

- Good technical skills in finance, financial systems and processes
- Methodical with excellent data analysis skills
- Strong communication skills at all levels
- Excellent team working skills with the ability to build good working relationships with employees across the Academy

What's included:

- Permanent contract
- Salary range Grade 8-9 : From £12.37 per hour to £14.63 per hour (depending on experience)
- 37 hours per week for 48 weeks of the year (Term Time plus 4 weeks)
- Access to the School Advisory Service
- Bike to work scheme
- Continuing Professional Development
- Local Authority Pension Scheme

If you want to further your career in a fast paced environment, then please complete the application form at www.severndaleschool.org and forward your information to Nic Copeland (Human Resources) recruitment@severndaleschool.co.uk

Closing Date: 9am Wednesday 13 February 2019.

Interviews taking place week commencing 25 February 2019

Severndale Specialist Academy is committed to the safety and well-being of all pupils and staff. Posts are subject to enhanced DBS disclosures and safer recruiting process including pre-interview reference checks.