

Person Specification

Job title:	Management Accountant
Location:	Here, 4 th Floor, 177 Preston Road, Brighton BN1 6AG

You will be assessed according to the extent in which you meet these qualities/skills and how well matched you are to our core beliefs and commitments.

Please note the methods of assessment which are:

A = application

I = interview

C = Certificate

T = Test



Some flexibility may be exercised in the application of the criteria outlined above where a disabled candidate covered by the DDA is unable to meet certain parts of the specification because of their disability. Candidates who this applies to should outline details on their application form. This information will be assessed on an individual basis throughout the selection process.

Requirement	(E)ssential / (D)esirable	Method of assessment (see note to applicants)	On the job training provided?
<i>Criteria 1: Qualifications</i>			
Professional Accounting Qualification/Part qualified	E	A	
<i>Criteria 2: Personal Qualities</i>			
Ability to manage workload and setting priorities	E	I	
Ability to deal with conflicting demands and pressure	E	I	
Ability to work as part of a team and support colleagues in meeting team objectives	E	I	
Ability to work accurately with attention to detail and adherence to policy	E	I	

Requirement	(E)ssential / (D)esirable	Method of assessment (see note to applicants)	On the job training provided?
<i>Criteria 3: Experience and job related knowledge</i>			
Experience of using a computerised accounting system	E	I, A	
Understanding of the accruals principle and income and expenditure recognition	E	I	
NHS or public sector accounting or billing experience	D	I, A	
Ability to identify the important factors that affect financial performance	E	I	
Ability to build spreadsheet models or forecasts	E	I	
<i>Criteria 4: Skills</i>			
Managing workload and setting priorities	E	I	
Building and maintaining Excel Spreadsheets	E	T	
Understanding commercial models and levers that affect organizational performance	E	I	
Ability to explain financial information to non-financial managers	E	I	
<i>Criteria 5: Other Requirements</i>			
Appreciation of the organisations values and commitment to the organisations objectives	E	I	