

Person Specification for the Post of:

Chief Financial Officer & Business Leader

	Essential	Desirable	Assessed
Qualification Criteria	<ul style="list-style-type: none"> • Business Management qualification; • Good honours degree or equivalent; • Professional accountancy qualification ACCA/CIMA/ICAEW/ICAS/CIPFA; • A record of Continuing Professional Development activities; • Right to work in the UK. 	<ul style="list-style-type: none"> • School Business Management qualification 	Application. Copies of relevant certificates brought to interview.
Knowledge and Experience	<ul style="list-style-type: none"> • Experience as a member of a senior leadership team; • Knowledge and experience of financial management systems and schools funding, particularly academy finances and funding; • Experience using financial management forecasting packages; • Experience of leading and managing budgeting and reporting processes in an organisation; • Experience of working with a range of internal and external partners, including non-finance personnel; • Knowledge and experience of managing procurement, contracts for services, health & safety, etc; • Extensive experience of managing and motivating staff and monitoring performance against targets; • Understanding of the school's agenda and environment. 	<ul style="list-style-type: none"> • Knowledge and experience of using SIMS, HCSS or similar schools' packages; • Successful experience in the submission of bids securing funding in the public sector; • Experience of leading whole school training. 	Application, references and interview.
Skills and Abilities	<ul style="list-style-type: none"> • Strong organisational and planning skills; • Ability to ensure confidentiality is maintained at all times; • Excellent written & oral communication skills; • Ability to interpret complex legislation and regulations; • Ability to influence and participate in the school's management processes; • Ability to prioritise and manage conflicting demands; • Demonstrates an innovative and proactive approach to work; • Strong people management skills, with highly developed interpersonal and motivational skills; • Strong organisational, project management and planning skills; • Highly numerate; • Evidence of well-developed ICT skills. 	<ul style="list-style-type: none"> • Strong public presence; • Pupil focused commitment; • Ability to inspire; • Clear focus on value for money and impact of provision on progress and learning. 	Application, references and interview.
Other	<ul style="list-style-type: none"> • Commitment to equality of opportunity and the safeguarding and welfare of all students; • Commitment to own Continuing Professional Development; • Willingness to undertake training; • This post is subject to an enhanced Disclosure and Barring Service check. 		References and interview.