# **ROLE**

**Accountant (Financial Management Teams)**

# **JOB PERSON PROFILE LINKED TO THIS ROLE**

Accountant

Grade 5

**REPORTS TO**

* A Senior Accountant

**MAIN PURPOSE OF THIS ROLE**

* To build relationships with the services and become a trusted advisor, providing financial advice and guidance to support the achievement of the strategic priorities of the Council.
* To provide timely and business focused financial advice and challenge to budget managers, senior managers and schools on a variety of financial processes and issues so that compliance with financial regulations and best practice are adhered to.

# **MAIN ACTIVITIES OF THIS ROLE**

* To proactively work with a range of service areas, providing them with the financial information and analysis required for making business and financial decisions.
* To contribute to the provision of a full range of management accounting functions including budget planning and setting, budget monitoring, completion of statutory returns to external bodies and financial closure of services at year end;
* To support the Strategic Finance Leads and Senior Accountants and deputise as appropriate.
* To provide high quality financial advice and challenge to the services and schools to encourage transformation across the council. This will involve leading on projects, providing insightful financial analysis and developing innovative solutions.
* The post holder will not have direct line management responsibilities but will have a role supporting more junior members of the team.
* Appropriately represent corporate views of CLT and Section 151 officer.
* Ensure compliance with financial regulations and legislation across the council.

**KEY RELATIONSHIPS OF THE ROLE**

* Budget managers and business support across the council.
* Close and supportive relationship with colleagues across finance, providing guidance to less experienced members of the team where necessary
* Other support services e.g. Human Resources, IT, Legal, Procurement.