



Job Summary Overview

Job title	Senior Systems Accountant
Career family	Operational Enablers
Professional pathway	Finance, Commercial and Pensions
Career family level	7A - Advanced Level, Senior Officer (Tier 7)
Grade	14
Reports to	Financial and Commercial Systems and Data Manager
Financial responsibility	None.
Supervisory responsibility	No direct reports. Will have a supervisory role to other team members to support on a day to day basis, particularly to Financial Systems Accountant.
Reference number	

Job Summary

The role involves acting as the finance lead for allocated systems, representing finance in relevant user groups, and leading the maintenance and development of system aspects controlled by finance. Responsibilities include project work on future system development, developing financial reports for budget monitoring, performance reporting, financial modelling, and data quality, and providing finance support to major programmes and projects. The role also involves using data to undertaking modelling and forecasting, analysing comparative data, identifying associated financial issues and risks, and offering solutions. Additionally, the role requires the implications of programmes and projects are understood, identifying the impact on finance teams, processes, and systems, and undertaking data improvement projects to enhance reporting functionality and reduce manual data manipulation. They will also work to ensure information derived from systems is structured similarly to enable linking of information.

- **Expertise in Allocated Systems:** Act as the main point of expertise for allocated systems and lead on all related issues. This requires an expert and advanced level of knowledge in financial systems in line with the requirements of the role.
- **Finance Lead:** Represent finance in relevant user groups and lead the maintenance and development of system aspects controlled by finance. The systems supported will be cross cutting through the whole organisation and will involve an understanding of the processes and objectives for each service in relation to the systems.
- **Project Work:** Undertake project work on future system development. This should include planning for work over the medium term and in line with other interdependencies.
- **Financial Reporting:** Develop financial reports for budget monitoring, performance reporting, financial modelling, and data quality.
- **Support Major Programmes:** Provide finance support to major programmes and projects linked to allocated systems.



- **Data Analysis and Modelling:** Work with the wider team and across Financial and Commercial Services to use data to undertake modelling and forecasting, analyse comparative data, and draw conclusions based on evidence.

Specific requirements	Essential <i>Mark with ✓</i>	Desirable <i>Mark with ✓</i>
CCAB or CIMA qualified with significant post qualification experience.	✓	
Extensive knowledge and understanding of financial policy, practices, procedures and relevant legislation, with an aptitude for understanding and interpreting new or changes to regulations and legislation.	✓	
Good communicator who can communicate effectively to a wide range of audiences, including non-finance specialists to inform, instruct, persuade and encourage feedback.	✓	
Experience working with large data sets, and an understanding of how to structure these to support reporting and insight from the data.	✓	
The ability to proactively identify weaknesses in current systems and processes, and to design and roll out robust solutions and improvements, on a priority basis.	✓	
Experience to be able to identify and manage financial risk.	✓	
Strong understanding of how to manage and work with financial data, and experience in using data tools.		
Local Government experience.		✓
Experience in using systems including SAP, Controcc, PowerBI.		✓
Knowledge of the governance framework within which local authorities operated.		✓

- ### Working Arrangements
- The post is not politically restricted.
 - Contractual base as detailed on contract, but you are able to work on a flexible basis in line with our Agile Working Policy
 - Able to travel across the county and work from various office locations within the county.

Health and Safety at Work

All employees have responsibilities for health and safety – both for themselves, colleagues and the people we work with.

The potential significant hazard(s) and risk(s) for this post are identified below (those ticked).



<input type="checkbox"/>	Provision of personal care on a regular basis	<input type="checkbox"/>	Driving HGV or LGV for work
<input type="checkbox"/>	Regular manual handling (which includes assisting, manoeuvring, pushing and pulling) of people (including pupils) or objects	<input type="checkbox"/>	Any other frequent driving or prolonged driving at work activities (e.g. long journeys driving own private vehicle or a council vehicle for work purposes)
<input type="checkbox"/>	Working at height/ using ladders on a regular/ repetitive basis	<input checked="" type="checkbox"/>	Restricted postural change – prolonged sitting
<input type="checkbox"/>	Lone working on a regular basis	<input type="checkbox"/>	Restricted postural change – prolonged standing
<input type="checkbox"/>	Night work	<input type="checkbox"/>	Regular/repetitive bending/ squatting/ kneeling/crouching
<input type="checkbox"/>	Rotating shift work	<input type="checkbox"/>	Manual cleaning/ domestic duties
<input type="checkbox"/>	Working on/ or near a road	<input type="checkbox"/>	Regular work outdoors
<input checked="" type="checkbox"/>	Significant use of computers (display screen equipment)	<input type="checkbox"/>	Work with vulnerable children or vulnerable adults
<input type="checkbox"/>	Undertaking repetitive tasks	<input type="checkbox"/>	Working with challenging behaviours
<input type="checkbox"/>	Continual telephone use (call centres)	<input type="checkbox"/>	Regular work with skin irritants/ allergens
<input type="checkbox"/>	Work requiring hearing protection (exposure to noise above action levels)	<input type="checkbox"/>	Regular work with respiratory irritants/ allergens (exposure to dust, fumes, chemicals, fibres)
<input type="checkbox"/>	Work requiring respirators or masks	<input type="checkbox"/>	Work with vibrating tools/ machinery
<input type="checkbox"/>	Work involving food handling	<input type="checkbox"/>	Work with waste, refuse
<input type="checkbox"/>	Potential exposure to blood or bodily fluids	<input type="checkbox"/>	Face-to-face contact with members of the public
<input type="checkbox"/>	Other (please specify):		