

## PERSON SPECIFICATION

Please evidence how you meet the following requirements within your application. If you are shortlisted, you will be asked to evidence this in more detail during the interview.

Skills / Knowledge / Experience	Essential <sup>[SP1]</sup>	Desirable	Evidence
Strong IT skills (specifically Excel) and proficiency in finance-related software and systems.	X		Application / interview
Highly organised with strong attention to detail	X		Application / interview
Ability to manage multiple tasks and prioritises effectively	X		Application / interview
Strong analytical and problem-solving skills	X		Application / interview
Excellent communication and interpersonal skills	X		Application / interview
Ability to work independently and as part of a team	X		Application / interview
Strong ethical standards with high levels of integrity.	X		Application / interview
Proactive and adaptable approach to work.	X		Application / interview
Accounting experience or studying towards / qualification (e.g. AAT, ACCA, CIMA)		X	Application / interview
Commitment to ongoing professional development.		X	Application / interview
Willingness to participate in organisational <sup>[SP2]</sup> training and development programs.		X	Application / interview
Proven history of process improvements or implementing changes		X	Application / interview