



# **Director of Finance and Assets (S151)**

## **Person Specification**



The criteria below details the qualifications, skills, knowledge, experience and personal characteristics required for this role. These will be tested at various stages throughout the end-to-end recruitment process.

Please **ONLY** focus on the essential criteria that is highlighted below as part of the application process, other requirements will be tested at a later stage in the process. This is to keep your application focused in addressing the essential requirements at the application stage.

**Qualifications:**

Full membership of a CCAB recognised accountancy body as required by S151 Local Government Act 1972 and S6 Local Government and Housing Act 1989	<b>Essential</b>
A relevant management / leadership qualification	<b>Desirable</b>
Evidence of Continuous professional development – technical and management	<b>Essential</b>

**Relevant Experience/Skills:**

All applicants must be able to demonstrate, by providing personal and specific examples on the application form, relevant experience in each of the areas listed below;

Proven ability to work successfully in a political environment and establish effective working relationships with elected members.	<b>Essential</b>
Significant demonstrable experience of working in high profile partnership arrangements, working across services and with partners and stakeholders to deliver outcomes.	<b>Essential</b>
Have significant experience of working at a senior level in a Local Government environment preferably at Deputy Section 151 or Section 151 level or equivalent	<b>Essential</b>
Up to date knowledge and awareness of current issues in local government finance and management and associated legislative environment.	<b>Essential</b>
Experienced in monitoring highly complex contracts, projects and programmes, and auditing and compiling corporate documentation and reports.	<b>Essential</b>
Demonstration of the preparation and control of budgets, commercial acumen, the development of business cases (five case model) and effective governance through monitoring and control procedures.	<b>Essential</b>
Proven experience of providing strong and inspirational leadership, promoting an inclusive culture with ambition, appetite for managed risk, high performance, continuous improvement, innovation and creativity and customer focus	<b>Essential</b>
Experience of applying commercial judgment in making decisions that will deliver cost effective and efficient results	<b>Essential</b>
Understanding the policy context for all the service areas in the business area, and experience of developing and driving strategy in this context	<b>Essential</b>
Evidence of establishing a performance management culture to drive continuous improvement, including business/service planning, objective setting, staff performance reviews and the management of staff groups	<b>Essential</b>
Experience of preparing reports on complex issues which are analytical, present clear options for decision and are in a format appropriate to the audience.	<b>Essential</b>

**Personal Characteristics:**

Personal resilience and the ability to work within a fast-paced environment to tight deadlines.	<b>Essential</b>
Commitment to the delivery of customer focused services and continuous service improvement.	<b>Essential</b>
High degree of integrity and self-awareness	<b>Essential</b>
Ability to cope with ambiguity, uncertainty and change	<b>Essential</b>
Outstanding interpersonal, negotiating and influencing skills	<b>Essential</b>
Ability to work flexibly to meet the requirements of the role, including attending evening meetings and being on the out of hours rota	<b>Essential</b>
Undertake major incident/business continuity duties as required.	<b>Essential</b>
Must be able to champion and display the council's vision, values, and behaviours.	<b>Essential</b>