

SOUTH WALES FIRE AND RESCUE SERVICE
PERSON SPECIFICATION

DEPARTMENT	Finance & Procurement
POST TITLE	Financial Accountant
POST NO	NU124
GRADE	14
LOCATION	FSHQ

Essential criteria marked in bold with an asterisk* will be used for short-listing purposes. Please ensure you address these requirements in your application form (under the Experience and Other Information section). You should provide clear evidence that demonstrates you meet each area based on your skills, knowledge experience and abilities relevant to the post.

Where a qualification is highlighted as being an 'Essential Criteria' you will be required to provide a copy of your Certificates with your Application Form.

Factor	Evidence	Essential/ Desirable	How Identified
Qualifications	Qualified CCAB member (e.g. CIPFA, CIMA, ACCA, or equivalent) with relevant graduate qualification and/or equivalent knowledge or skill gained through experience.	Essential*	Application
	ACT Certificate in Treasury Management / International Cash Management, i.e. CertICM	Desirable	Application
Knowledge/ Experience	Proven experience in budgeting, financial control, analysis and reporting.	Essential*	Application/ Selection
	Experience of the annual closure of accounts process, statutory financial reporting requirement and fixed asset management.	Desirable	Application/ Selection
	Experience of local government finance (or similar size organisation), accounting practices and legislative requirements.	Desirable	Application/ Selection
	Hands on experience with finance and banking systems, including administration and trouble shooting.	Essential*	Application/ Selection
	Proficiency in using financial software and systems e.g. Oracle, SAP, or similar ERP systems.	Desirable	Application/ Selection

	<p>Hands on experience in financial control ensuring the integrity of financial operations, compliance and accurate financial reporting.</p> <p>Understanding of treasury management practices, including cash management, debt management and investment strategies</p> <p>Supervisory experience and ability to plan and organise other workloads.</p> <p>Practical experience of Microsoft Office packages with enhanced Excel skills and ability to analyse complex financial data.</p> <p>Ability to communicate in Welsh</p>	<p>Essential*</p> <p>Desirable</p> <p>Desirable</p> <p>Essential</p> <p>Desirable</p>	<p>Application/ Selection</p> <p>Application/ Selection</p> <p>Application/ Selection</p> <p>Application/ Selection</p> <p>Application</p>
Personal Style	<p>Strong commitment to ethical standards and continuous professional development.</p> <p>Collaborative mindset with the ability to work effectively as part of a finance team and cross functional teams.</p> <p>High level of integrity and professionalism in handling sensitive financial information.</p> <p>Proactive in promoting change, and the ability to seek opportunities to improved organisational effectiveness e.g. flexible and innovative in dealing with increasing demands and continuously changing work environment.</p>	<p>Essential</p> <p>Essential*</p> <p>Essential</p> <p>Essential</p>	<p>Selection</p> <p>Application/ Selection</p> <p>Application/ Selection</p> <p>Selection</p>
Intrapersonal	<p>Commitment to continuous self-improvement, including the willingness to seek feedback, engage in ongoing learning and proactively address areas for development.</p> <p>Strong self-discipline and self-motivation, demonstrating the ability to manage time effectively, prioritise, and maintain focus and productivity in a high-pressure environment.</p>	<p>Essential</p> <p>Essential</p>	<p>Selection</p> <p>Application/ Selection</p>
Task	<p>Strong analytical and problem-solving abilities, with a focus on detail and accuracy.</p> <p>Excellent written and verbal communication skills, with the ability to</p>	<p>Essential</p> <p>Essential*</p>	<p>Application/ Selection</p> <p>Application/ Selection</p>

	present financial information		
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The successful candidate will be required to undertake an Enhanced CRB check prior to appointment.

