Mansfield District Council

Person Specification

Post title	Senior Financial Advisor	**Grade**	5
Department	Finance	**Post ref**	F16A

Competencies		
Please refer to the relevant competency framework for more information about the behaviour descriptors for each competency. All competencies within the relevant framework are applicable to the post and the ones that have prioritised for recruitment are detailed below.		
Competency framework relevant to the post:	**Employee**	
	Assessment	
Seeing the bigger picture	Application Form / Interview / Test	
Changing and improving	Application Form / Interview / Test	
Leading and communicating	Application Form / Interview / Test	
Collaborating and partnering	Application Form / Interview / Test	
Building capacity for all	Application Form / Interview / Test	
Delivering and pace	Application Form / Interview / Test	
Skills	**Essential / Desirable**	**Assessment**
Proficient in the use of IT, including Financial Management Systems	Essential	Application Form / Interview
Good communication skills	Essential	Application Form / Interview / Test
Dynamic and self-motivated with the ability to recommend, influence and drive through developments and implement new initiatives	Essential	Application Form / Interview / Test
Good report writing skills	Essential	Application Form / Interview
Good organisation skills and being able to prioritise own workload	Essential	Application Form / Interview
Knowledge	**Essential / Desirable**	**Assessment**
Major legislation affecting financial matters	Essential	Application Form / Interview
Codes of practice and standards required in local government finance	Desirable	Application Form / Interview
Technical knowledge of Council Finance Regulations	Desirable	Application Form / Interview
Experience	**Essential / Desirable**	**Assessment**
Experience of working in a Finance Section	Essential	Application Form / Interview
Experience of working in a local authority finance environment	Desirable	Application Form / Interview

Qualifications	Essential / Desirable	Evidence
A partly qualified member of an Accountancy Body (CCAB or CIMA) or AAT qualified	Essential	Application Form / Certificate
To be able to demonstrate a commitment to Continuous Professional Development	Essential	Application Form / Interview

Equality Act 2010
The ways in which a disabled person meets the criteria for a post must be assessed as they would be after any reasonable adjustments required had been made. If appropriate, disabled candidates should indicate on the application form if they have needs which should be considered at the shortlisting stage.

Additional information / other requirements of the post
• The postholder is eligible for casual car user allowance.

Date produced / last amended
August 2022