



**SELECTION CRITERIA**

**POST: Management Accountant**  
**DEPARTMENT: Finance**

	<b>Essential Criteria</b>	<b>Desirable Criteria</b>	<b>How &amp; When</b>
<b>Education / Qualifications</b>	AAT Level 4 qualification or equivalent. Substantial relevant experience in a similar role if the qualification is not held.		
<b>Skills / Abilities</b>	Strong proficiency in financial analysis and management accounting. Excellent IT skills, including advanced use of spreadsheets (e.g., Excel) and accounting software. Strong communication and interpersonal skills, with the ability to collaborate effectively with different teams. Ability to manage multiple tasks and meet strict deadlines. Excellent attention to detail and accuracy in work. Problem-solving ability with a proactive and solution-oriented approach. Professional and ethical approach to financial management. Ability to work under pressure and to deadlines. Strong sense of responsibility for maintaining high standards in financial reporting and compliance.	Ability to provide clear and insightful financial commentary to support decision-making. Experience with reconciliation of data across different systems.	
<b>Experience</b>	Proven experience in producing management accounts, financial reports, and VAT returns. Experience in budgeting and variance analysis.	Experience working in a healthcare, charity, or hospice setting. Experience using accounting systems like EPOS and SAGE 200.	
<b>Knowledge</b>	Ability to provide clear and insightful financial commentary to support decision-making. Experience with reconciliation of data across different systems.	Knowledge of financial regulations relevant to the charity or healthcare sector.	