

**PERSON SPECIFICATION:**

**Lead Management Accountant**

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| **Qualities & Competencies** | **Essential** | **Desirable** |
| **Qualifications** | Fully qualified (ACCA/CIMA) |  |
| **Experience** | Substantial Management accounting experience  General ledger and journals  Asset registers  Statutory accounts  VAT  Reporting  Management accounting concepts | Maintenance of financial systems  Understanding of accounting requirements for capital projects  Experience of adopting new work practices  Working knowledge of key aspects of RSL business and finance |
| **Knowledge, Skills & Abilities** | Drive and commitment  Highly developed interpersonal skills  Flexible and able to work as part of a team  High level of literacy and numeracy  Able to analyse and scrutinise financial and non-financial information  Ability to communicate financial information to a non-financial audience  Able to manage own workload to meet targets and deadlines  Maintain clear and accurate records  Able to deal in a professional manner with colleagues, and people outside the organisation  Commitment to continuous training and development  Computer literate and conversant with Microsoft Office applications (e.g. Outlook, Word, Excel, SharePoint and Teams), or a willingness to learn  Ability to identify own skill gaps and request training where required |  |