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| **Graduate Trainee Accountant** |
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| **Service:** | Finance | **Grade:** | 2B | **Salary:** | £19,945 - £21,589 |
| **Reporting to:** | Strategic Finance Manager | **Location:** | Salford Civic Centre | **Hours:** | 36 |
| **About the role** |  | **Our priorities**  |
| * You will help oversee and meet the budget requirements of one of the key Mayoral priorities - housing. In this vastly varied role you will develop a deep understanding of the systems, processes and accounting treatments with regards to the Housing service, allowing you to provide sound financial advice to heads of service and the finance lead for housing.
* Linking in with the finance lead for housing, you will maintain the long term business plan of the Housing Revenue Account (HRA), understanding the interdependencies between the HRA and the provision of affordable housing within Salford.
* You will support in the meeting of Salford City Council’s Homelessness Strategy by facilitating in the budget monitoring process and providing financial advice the budget managers.
* You will ensure that the needs and priorities of the finance team are represented and addressed in meetings with our customers.
* You will be given the flexibility to work independently to help you grow in the role whilst still being provided all the support you require.
* You will safeguard the finances of the council by assessing the financial viability of housing schemes.
* You will complete your studies to become a CIPFA qualified accountant(if applicable).
 |  | Lacie RAID Backup:USERS WORKING FILES:Johnny_Working files:3-4995 - Role profile template:Working files & Artwork:Working files:3-4994 - Great Eight_Poster copy.png |
| **Key outcomes** |
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| * You will maintain a balanced long term business plan for the Housing Revenue Account.
* You will oversee the implementation of a robust financial system for the appraisal of housing led schemes.
* You will enable senior managers to make robust financial decisions by reporting on the performance against budget targets and funding streams.
* You will build and maintain relationships with the housing service.
 |  | * You will develop a deeper understanding of the housing service area, understanding the links between housing strategy, housing delivery and homelessness.
* Provision of up to date costings on staffing structures within the service.
* Contribute to the internal finance working group to help guarantee a joined up approach to services provided to the housing function.
* You will become a CIPFA qualified accountant by studying at college (day release) towards the Professional Accountant apprenticeship standard(if applicable).
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| **What we need from you** |
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| * Proven technical skills and ability in the role with a record of accomplishment for delivering outcomes
* Professional credibility through proven relevant experience
* Models and demonstrates our values and behaviours
* The drive to want to develop yourself.
 |  | * To be a problem solver who enjoys a challenge and who takes personal responsibility for the tasks they undertake.
* Initiative and the ability to work independently towards set targets and goals.
* To be analytical with great attention to detail and the abilty to think ahead.
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| **Application Guidance**  |  | **Our values**  |
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| We are a values based organisation so reflecting our values or a values based approach in your evidence will support your application.The ‘Key outcomes’, ‘What we need from you’ and ‘our leadership behaviours’ sections of the Role Profile are there to give you an understanding of what we would like to see reflected in your application. Don’t give up if you are not able to reflect all of these in your application.  |

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