

# Financial Systems Accountant

**Grade**

**E**

**Contract Type**

**Home Worker 1**

**Chief Financial Officer**



**Head of Finance – Transactions & Improvement**



**Financial Systems Accountant**



**Project Accountant, Financial Systems Analyst**

**Department**

**Finance**



**Finance Systems**

## Role Overview

**Ensure Your Housing Group's Finance Systems remain controlled and responsive to the requirement of users. And support if there are any operational issues.**

**Ensuring continuous support, identifying the cause of issues escalated by finance systems analyst.**

## RESPONSIBILITIES

- Lead and develop the finance systems team analyst to deliver an efficient and effective finance systems support function to the whole of the group within agreed KPIs
- Proactively manage the delivery, improvement and maintenance of the finance systems to the Service Level
- Agreements in the following areas: Chart of Account maintenance, Financial report development and management, system configuration, User set up, Access to codes and forms, Desktop support, triage/problem management
- Manage and maintain the interfaces of the finance systems with other systems around the group
- Lead on the management of system upgrades and testing for finance systems application functionality and provide expertise and support for other business initiatives
- Enhance and develop the ability to extract information from the finance systems using various reporting tools and ensuring data output meets customer requirements and is fit for purpose (incl to assist financial audit)
- Identify, plan and manage the development of solutions that improve the efficiency and capability of YHG's Finance systems.
- Ensure a continuous approach to transformation, change and improvement of systems capabilities and policies against the remit of the role
- To develop and manage relationships with business process owners and 3rd party suppliers.
- Provide advice, support, guidance and training to system users within the finance team and wider group to ensure that the system and its functionality is fully utilised
- Undertake additional duties appropriate to the role and/or grade.

## Our values



**Honest & Reliable**

We are authentic, open and dependable; and we do what we say we'll do.



**Caring**

We show kindness and consideration to our customers and each other.



**Respectful & Fair**

We listen to people, and strive for equity and inclusivity in all that we do.

Through our **passion** for housing, more **people** have a **safe** place to call **home**

## STRENGTHS

- ✓ Excellent IT skills with proficiency in Microsoft Office, specifically in Excel
- ✓ Strong report development skills using multiple platforms
- ✓ Clear and articulate communication skills, both written & verbal
- ✓ Ability to articulate and present complex finance systems principles to both financial and non-financial stakeholders
- ✓ Proactive approach to continuous improvement
- ✓ Excellent relationship building and Management skills

## ESSENTIAL REQUIREMENTS

- ✓ Strong knowledge of Financial Reporting and computerised ledgers.
- ✓ Strong Knowledge of Finance Chart of Accounts creation and development.
- ✓ Strong knowledge of business P2P processes
- ✓ Identification and planning of system development opportunities including procedure and process mapping
- ✓ Experience in understanding the outputs of financial systems to meet changing accounting requirements
- ✓ Part qualified member of a recognised accounting body
- ✓ Knowledge of all areas of day-to-day finance operation within housing sector
- ✓ Strong knowledge of Open Accounts, eFinance and other core finance applications.
- ✓ Knowledge of effective safeguarding of financial data by applying appropriate system controls and system segregation of duties
- ✓ Proven experience of working effectively in a complex and dynamic environment and meeting deadlines

## BENEFICIAL TO THE ROLE

- ✓ Knowledge of sector specific regulatory reporting
- ✓ Change/Project Management qualification
- ✓ Knowledge of automated budget and forecasting system methodologies
- ✓ Good understanding of database and system design principles