

**WOMEN’S PIONEER HOUSING**

**Post title Management Accountant**

**Salary £29,000**

**Hours Full Time 35 hours per week**

**Place of work 227 Wood Lane London W12 0EX**

**Closing date Midday 17 August 2020**

Women’s Pioneer Housing has a rich history of housing women. In October 2020, we will celebrate 100 years of providing homes for women in London. Our vision is to make a positive difference to women’s lives. Our mission is to provide homes and services which offer a springboard to independent women to achieve their potential. Our values, co-created with our staff and residents, reflect both our history and our future: Positivity, Integrity, One team, Never forgetting the customer, Equality, Empowerment and Responsibility.

Our team has embraced an exciting period of change and modernisation delivering our patch-based working approach where frontline staff work as one team helping each other to deliver services and support our residents’ independence and well-being.

The work of our front line staff is achieved with the assistance of the wider team working with colleagues to provide a cohesive service, which puts residents at the heart of everything we do. This is a rare opportunity to join a specialist organisation championing women’s housing issues.

Following an internal promotion, we have a vacancy for a full time Management Accountant to manage all key financial reporting for both Women’s Pioneer Housing, and its subsidiary Women’s Pioneer Homes. This will involve preparing monthly management accounts, ensuring income and costs are correctly recorded and working closely with budget holders to discuss their financial activity. In addition to the management accounts you will manage our cashflow reporting and ensure our fixed asset register is accurate and up to date. You will also assist in our reporting to residents by preparing the annual service charge estimates and statement of accounts. Finally as part of a small finance team there will be occasions when support will be needed in other areas to help deliver an excellent finance service to the organisation.

The role will require you to be well organised and to co-ordinate activities within a clear framework, and on occasions, to tight deadlines. Attention to and an eye for detail will also be crucial.

The role is ideal for a finance professional who is studying for a qualification or has recently reached part-qualified status level.

We will provide a comprehensive induction with further opportunities for learning to support you in your development and drive your own work.

We have re-evaluated how we work since the global pandemic; your work pattern may take a blended approach between working from our head office and working from home. We have a generous flexi – time working arrangement, 26 days annual leave plus bank holidays, access to a discounted retail portal and a generous pension scheme.

**How to apply:**

* Provide an up-to-date CV which shows your full career history – we recommend that this is no longer than two pages;
* A supporting statement marked “Management Accountant” explaining why you are interested in this role detailing how you are a good candidate for this post and how you fulfil the person specification. We recommend that this is no longer than two pages, please make sure you include examples and expand on your CV.
* A completed Diversity Monitoring form.
* Applications must be received by midday 17 August 2020 and sent to info@womenspioneer.co.uk

Interviews for this role will be held remotely via video conference call on

27 August 2020.