



Shireland Collegiate Academy/Shireland Technology Primary

Waterloo Road, Smethwick, B66 4ND

FINANCE ASSISTANT

Salary: Band C £18,795 - £19,945

Hours: 37 hours per week, 52 weeks

The post holder will work as part of a team providing day to day financial support to the Academy, to include ordering, invoicing, income, petty cash, and ensuring compliance with the Academies financial regulations and instructions

Applicants should have a minimum of 12 months experience of working within a financial environment with a high level of numeracy and attention to detail.

The Shireland Collegiate Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

More information about the Academy and Application Forms are available from our website: www.collegiateacademy.org.uk

Closing date: 8.00am Monday 29 July 2019