

JOB TITLE: Accountant

Job Level	3	Kornferry Function	<i>FA14</i>
Directorate	Finance & Strategy and Transformation	Function/Service	Finance
Direct Reports	None	Indirect Reports	None
Line Manager Title	Senior Accounting Manager (International)	Budgetary Responsibility	<i>None</i>

Our Leadership Framework defines the leadership standards we want to see at the British Red Cross. It shows what great leadership looks like. Our goal is to create a great workplace and deliver excellent services to our users. [Our Leadership Framework - RedRoom](#), along with [Our values and behaviours - RedRoom](#) and Fundamental Principles, helps everyone understand how the leadership capabilities relate to their role and context.

Diversity is something we celebrate, and we want you to be able to bring your authentic self to the British Red Cross. We want you to feel that you are in an inclusive environment, and a great position to help us spread the power of kindness. You can read more about [Equity, Diversity & Inclusion \(EDI\) at the British Red Cross - RedRoom](#) here.

Role description:	
Purpose	The purpose of an Accountant is to manage and oversee the financial aspects of an organization, ensuring accuracy, compliance with accounting standards, and providing timely and relevant financial information. This role is primarily focused on core accounting duties, including income recognition, reconciliations, and financial controls, ensuring accuracy and compliance with charity accounting standards.
Key Responsibilities	Audit, Compliance & Risk • Work within established systems to deliver specified outcomes or provide general support within a specialized area of audit control. • Deliver audit assignments in nominated client areas. Develop individual audit plans and detailed scope, deliver the fieldwork, report findings and opinions, agree on corrective actions with auditees, and refer serious or contentious issues to the audit program leader. • Identify, within the team, instances of non-compliance with the organisation's policies and procedures, and/or relevant regulatory codes of conduct, reporting these and escalating issues as appropriate. • Maintain and renew a deep knowledge and understanding of the organization's policies and procedures and of relevant regulatory codes and codes of conduct, and ensure own work adheres to required standards.

	Financial Governance • Contribute to the development and delivery of financial policies, guidelines and protocols to ensure the company complies with regulations and good financial practice. Stakeholder & Advisory Support • Deliver stakeholder engagement activities to support development of effective project work relationships and to identify and respond to stakeholder needs and concerns. • Resolve queries from internal and external customers or suppliers by providing information on complex processes and related policies, referring to others where necessary for interpretation of policy. Data Analytics & Information Management • Collate and analyse data using pre-set tools, methods, and formats. Involves working independently. • Works without supervision and provides technical guidance when required on acquiring, organising, protecting and processing data to fulfil business objectives. • Organize and prepare complex documents using a variety of applications for technology devices such as standard office software. Also responsible for gathering and summarising data for special reports. The responsibilities described are not a comprehensive list and additional tasks may be assigned from time to time that are in line with the level of the role.
Know-how	Essential • CIMA/ACCA qualified, part-qualified, qualified by experience, or holding an equivalent qualification. • Proven ability to ensure attention to detail, financial integrity, and maintenance of organisational and regulatory compliance. • In-depth knowledge of identifying risks associated with financial systems, proposing controls or actions to mitigate risks, and monitoring the effectiveness of those controls. • Adept at providing internal stakeholders with knowledgeable, helpful advice and guidance on financial issues. • Ability to communicate clearly and effectively, both verbally and in writing, with internal and external stakeholders to deliver timely information.

	- Experience of appropriately challenging assumptions and influencing decisions on financial issues where required. Desirable - Highly proficient in using software and systems to analyse data. - Experience of working within a complex finance function. - Able to proactively address any issues raised.
Additional Requirements	Ability to work and travel in the UK on a regular basis (approximately monthly).

Pre Engagement Checks Highlight bold as required	
DBS- England & Wales	Adult/ Child/ Adult & Child Workforce/ None
PVG- Scotland	Adult/ Child/ Adult & Child/ None
Access NI- Northern Ireland	Vulnerable Adult/ Child/ Vulnerable Adult & Child/ None
Driver Check	Yes/ No
International Roles Only	
International Police Check	Yes/No
International Driving Licence for manual cars	Yes/No

Role Reference		Review Date	
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We guarantee an interview to disabled candidates (as defined in the 2010 Equality Act), who meet the minimum shortlisting criteria in the advertised person specification and apply under the disability confident scheme.