



INTERNAL ADVERT

Accounting Technician

Salary: Scale points 17–20 £26,845 - £28,371 pro-rated (£15,675 - £16,567 actual)

Hours: 24 hours per week, term time plus 2 weeks per year (41 weeks per year)
Flexible hours may be considered.

Location: Based at the Athelstan Trust Office, Sir William Romney's School, Tetbury
Travel to other schools will be required. Hybrid working may be considered.

Closing date: Friday 10th March 2023 at 12 noon

Interview date: Wednesday 15th March 2023

The Athelstan Trust is a successful and growing Multi-Academy Trust consisting of five secondary schools in Wiltshire, Gloucestershire and South Gloucestershire. We currently employ over 600 people and educate 4,100 pupils and plan to expand further over the coming years. From April 2023, we are excited to welcome two primary schools, and this will provide new opportunities for collaboration and strengthen the Trust further.

We are seeking to appoint an enthusiastic and adaptable Accounting Technician to join the Athelstan Trust's busy central finance team to provide financial administration and support across our schools.

The Accounting Technician will work closely with the Management Accountants to help deliver accurate and timely financial information. This role will include a range of financial management responsibilities, providing opportunities to develop skill sets to support your future career development.

The Athelstan Trust is still in a growth phase and this role is likely to change over time as a result.

The job description outlining the key responsibilities of the role including the person specification and application form are available on the Trust website www.theathelstantrust.org

The Athelstan Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful candidate will be required to undertake an Enhanced Disclosure and Barring Service (DBS) check.

We are a flexible working employer and we are willing to make any reasonable adjustments you require during your interview so please ask us.

Candidates who would like to talk about this opportunity are invited to contact Nicola Tilley, by email ntilley@theathelstantrust.org

Caring, collaborative and excellent.

A charitable company limited by guarantee, registered in England & Wales, as The Athelstan Trust. Company No: 7699625