

Brockley Tenants' Co-operative Ltd

Finance Manger

£38,000 pro rata 21 hours per week (TOIL is given for any additional hours outside of normal working hours)

The mission of our Co-operative is to deliver safe, secure, decent and affordable homes for all the tenant members. We are a small but perfectly formed local housing co-operative with over forty years of proud history within the borough of Lewisham.

We are looking for a proactive and motivated finance professional to play a key role in our small and friendly team. You will be responsible for managing and delivering our finance and other support services at both an operational and strategic level. A good working knowledge of accounting principles, purchase ledger and experience of using payroll software is essential, as is a detailed knowledge of rent accounting. Ideally you will possess, or be studying towards, a professional accountancy qualification.

You must be able to work as part of a team to deliver an excellent service to the people we support and be flexible in your approach to work. You will have a commitment to equality and diversity and take a positive approach to supporting others.

Operating from a small front-line housing office in Lewisham with great transport links, we can offer flexible hours, generous annual leave entitlement, a company pension scheme and an Employee Assistance Programme in this rewarding role.

Come and join our team to help us become a first-class provider of social housing.

To apply please send your CV and a supporting statement (which must address each of the twelve criteria listed in the Person Specification) to [admin@brockley.coop](mailto:admin@brockley.coop) by 09<sup>th</sup> September 2018.