

Responsible Finance Officer

Kingsclere Parish Council



We are looking for **Permanent, Part-Time Proper Officer**
10 hours a week with Pension

Key Responsibilities and background

- Manage and monitor the Council's finances, including budgeting, reporting, and financial control.
- Ensure compliance with statutory financial regulations.
- Manage Payroll and HMRC requirements
- A proven background in budgeting and financial control.
- Strong organisational, IT and communication skills.
- Experience with **AdvantEDGE Finance Software** an advantage, but training will be provided.

To Apply

For full Job Specification or apply, contact the Office at clerk@kingsclere-pc.gov.uk

Job Specification www.kingsclere-pc.gov.uk

NWN – this one is 90 words

This would be £450 but we got offered £50 discount so £400 plus VAT

2 weeks in print

4 weeks on line

Sponsored Facebook post

We can link the Job Spec from our website