



Job Title: Corporate Accountant
Grade: Y5A
Reports To: Lead Corporate Accountant
Number of Reports: Nil

Key job element

Support the Lead Corporate Accountant and liaise with lead business partners to ensure financial information flows into the central processes to ensure good financial control is maintained and to enable meaningful reporting to senior management, YHN committees, and YHN Boards.

Manage the successful production of consolidated management accounting including:

- Budget setting
- Monthly Actual reporting and Budget monitoring
- Balance Sheets
- Consolidation adjustments

for all YHN group companies and clients

Support the budget setting process, treasury management, financial modelling and business case analysis for YHN Group.

Person specification

This area focuses on skills/ knowledge required in the role.

Essential Criteria

- Professionally qualified to Association of Accounting Technicians or equivalent and working towards professional qualification (ACA/ACCA/CIMA/CIPFA)
- Demonstrable experience of financial systems and management reporting, including the principles of consolidation
- Able to interpret, analyse and give financial advice on complex financial information and proposals
- Competent in the use of Excel at an advanced level for the provision of financial management information and its use in a wide variety of documents and reports
- Well organised and motivated, and able to work with business partners

Desirable Criteria

- Knowledge of the Chart of Account, and Financial Regulations

All employees are expected to be flexible within the scope of the role

*Your Homes Newcastle's Core Values play an integral part in determining our culture going forward and ensuring a progressive, sustainable and healthy working environment for our staff. Our values, practices and behaviours are at the heart of this and how our staff do things is as important as what we do. Our values are Be **Ready**, Be **Amazing**, Be **Revolutionary**, Be **Energetic**.*

*It is no coincidence that our values spell out the word **RARE**. We want YHN to be known as "unusually good or remarkable" and an organisation with people that "stand out from the rest".*

We expect our people to demonstrate the following behaviours:

Be ready - together we're prepared for anything:

This value is about being "prepared, willing, eager and prompt".

The behaviours we expect are:

- Take responsibility to keep up to date
- Take ownership
- Make best use of time and resources
- Own your development and that of others
- Work as one team cooperatively
- Be prepared to contribute
- Be organised and on time
- Share information, knowledge and good practice
- Be adaptable and flexible

Be amazing – we'll exceed expectations

This value is about being "passionate, impressive, excellent and progressive".

The behaviours we expect are:

- Care about people and YHN
- Take pride in what you do
- Behave with sincerity and integrity
- Be your best and inspire others to be theirs
- Do right by our customers
- Have a desire to make things better and improve lives
- Be an advocate for YHN
- Learns from mistakes

Be revolutionary – have courage and be bold

This value is about "leading the way, involvement in change, engagement, being radically new or different and being creative".

The behaviours we expect are:

- Prepared to be different
- A positive influence on others
- Consider and think of imaginative solutions
- Decisive and unafraid to do what's best
- Prepared to challenge constructively
- Open-minded, tries to say 'yes' more than 'no'

- Supports and promotes change

Be energetic – making every day count

This value is about “vitality, being interested, keen, inspirational and motivated”

The behaviours we expect are:

- Passionate in all you do
- Is up for the task
- Celebrates achievements
- Is able to “bounce back”
- Is motivated and enthusiastic
- Challenges poor performance and negative attitude