

Job Description

Job Title:

About SLC

Student Loans Company is a non-profit making Government-owned organisation set up in 1989 to provide loans and grants to students in universities and colleges in the UK. We are responsible for student support delivery in the UK.

Company Mission

We enable our customers to invest in their futures by delivering secure, accurate and efficient assessment, payment and repayment services.

Company Vision

Our vision is to be valued as a digital, customer-focused, centre of excellence.

Job Details

Reporting to:

Finance Lead Budget and Change

Budget Responsibility:

Not Applicable

Line Management Responsibility:

Project Analysts G4

Project Accountants G3

Job Purpose:

Responsible for all elements of project accounting within SLC, this role will provide the mechanism for assessing and monitoring the true cost of change and ensuring that the underlying assumptions are fit for purpose, effective, scalable and reflective. The role will provide specialist advice and support across the Organisation to promote strong financial disciplines across all projects and Governance in the management of change. The role will engage with and influence senior partners to achieve strong financial assurance and collaborative working, and to drive appropriate project financial decision making by both Internal and External Customers.

Key responsibilities:

- Lead, manage and develop the project accounting function, including owning all methodologies and assumptions, including the delivery and maintenance of a robust Financial Governance framework to be extended across the Organisation and across all project management activities.
- Develop and maintain project accounting procedures to deliver integrity of costs, income, forecasts and budgets including the identification of slippage, underspends and potential overspends, thus allowing SLC to have clearer understanding and accountabilities on the financial aspects of all projects.
- Lead on whole life costing for the organisation to better aid decision making at senior level

- Complete all technical accounting tasks in line with current standards and rules
- Feed into the business plans, budgets and actual, providing specialist advice to internal and external customers. Present and explain externally the Single Change view during the financial planning process.
- Facilitate the delivery of corporate governance processes within projects and monitor compliance.
- Provide financial advice and support to the business team informing them of the project, function and company finances. This includes understanding tax implications of financial decision making in the project
- Lead the design, delivery and implementation of process and reporting improvements. Work with the Reporting Analyst to develop and leverage system and online solutions for reporting, minimising manual intervention. Manage the analysis, apportionment and re-charging of central costs to projects , providing supporting data as required and providing technical expertise in relation to complex accounting issues
- Lead on the annual activity required develop the Project Charging Methodology, with interim review as required , in conjunction with the Management Accounting Team
- Lead the challenge relating to the robustness of AFC's, spend profiles, COWD and the deliverability of the portfolio through the development of a robust Financial Assurance process working closely with Finance Business Partners, PMO, Planning & Policy
- Set, maintain and document appropriate financial guidance and governance documentation to steer accountants, budget holders and project managers in the area of costing and planning for change capacity, and costing and reporting of change projects. This should be aligned to key Managing Public Money and Government Green Book guidance and principles. This should be done through collaborative working across SMT, in particular Policy and Planning and PMO. This should include identifying and embedding the role of the Finance Business Partners
- Work closely with the Programme Office to capture and cost the pipeline of projects using suitable mechanisms for the charging of feasibility works
- Support the development of the Policy to Production aspect of the Process Management Framework. This will include a robust high level estimating process.
- Work collaboratively with key SLC contacts within Finance and beyond to achieve quality of all outputs and to jointly add Business Value both internally and externally
- Promote financial disciplines within the Business and strengthen the financial assurance process, including the identification and solution management of financial risks emerging from Programmes of work.
- Empower Project Managers and SROs (members of ELT) to understand and own the finances for their Programmes, through fit for purpose reporting, engagement and training
- Lead the monthly close and forecast process for Projects including wider year end process
- Promote the purpose of the team across the organisation and communicate achievements
- Drive Standardisation across the wider finance function, working collaboratively with Finance Business Partners and any colleagues across the Business involved in the costing of change.

Knowledge, Skills and Experience:

- Full membership (or equivalent) of a relevant professional.
- Substantial and demonstrable experience of establishing and developing project accounting approaches within a complex public sector organisation/environment involving significant programmes.
- Experience of successfully delivering major change to financial approaches and systems to create a fit for purpose project accounting function

- Excellent communication skills to build relationships with a wide range of individuals to manage their expectations and achieve successful outcomes
- Ability to influence the outputs of others to deliver a quality end product
- Proven skills in collaborative working
- Proven track record in business process improvement in response to business need
- The ability to deliver fit for purpose financial reporting to preserve the financial integrity of the organisation
- Application of Project Accounting and Appraisal techniques that have influenced business decisions
- Knowledge of current accounting standards
- Advanced Excel skills

Desirable Skills & Experience

- Experience of Oracle based system
- Post qualification experience