



Dublin City University

Finance Office

Financial Controller

Permanent

DCU is a young, dynamic and ambitious university with a distinctive mission to transform lives and societies through education, research, innovation & engagement. Since admitting its first students in 1980, DCU has grown significantly both in student numbers and size. DCU currently has in excess of 17,000 students and operates across six campuses in the Glasnevin / Drumcondra and Citywest areas of Dublin.

DCU's excellence is recognised internationally with the University being ranked highly among leading global institutions. DCU is the only Irish University ranked in the QS Top 50 Universities in the world under 50 years old out of a total of almost 10,000 universities established since 1966. DCU is the Ireland's fastest growing University. It has a turnover of approximately €200m generated from the University's activities and from a significant commercial group of companies.

The University is currently finalising its new strategic plan for the period 2017 to 2022 which will be a period of further expansion of the University and its commercial activities both domestically and internationally. DCU is currently making strategic investments of more than €0.3bn, including a €0.2bn campus development plan. This development plan is supported by loan facilities from the European Investment Bank and the Ireland Strategic Investment Fund.

The Finance Office has overall responsibility for the financial environment within the University and provides a comprehensive range of services to DCU Faculties, Schools, Research Centres, Support Departments and ten wholly owned commercial companies.

The Financial Controller will report directly to the Deputy Director of Finance. S/He will be a key member of the management team within the Finance Department and will work with the Deputy Director of Finance and other senior managers within the department in setting the strategic direction of the Finance Office in the context of the overall DCU group strategy.

The Financial Controller will have direct line responsibility for the University's financial accounting function and all aspects of the financial and management accounting function for the commercial group of companies.

In addition, S/He will have responsibilities for specific project activities within the Finance Department and will assist in the assessment of developing commercial opportunities. The Financial Controller will substitute for the Deputy Director of Finance as required.

Key Aspects of the role Include:

- Managing teams to co-ordinate and deliver on internal and external reporting requirements and ensuring the University and subsidiary companies reporting requirements are met
- Provide leadership to the accounting teams on technical accounting treatments of transactions
- Preparation and analysis of the Group University Financial Statements
- Full responsibility for the subsidiary group companies budget and financial reporting cycle
- Preparation of Subsidiary Board trading updates and commentary papers
- Oversee the annual audit engagement with the statutory auditor (Comptroller and Auditor General) and external auditor, ensuring audit requirements are met in a timely manner
- Ensuring annual corporate tax filing requirements are met in full by the due date
- Monitoring and enhancing tax compliance controls and structures to ensure effective management of the Group's overall tax compliance
- Providing leadership to the accounting teams to drive process improvement in service provision and reduce annual audit lead times
- Management of the treasury function, including cash forecasting and ensuring structures are in place to meet loan facility conditions and requirements
- Providing support in assessing business development opportunities within the university and the commercial group of companies
- Leading assigned projects across the Finance Office as part of the continuous improvement program, including the utilisation of technology and financial systems to streamline business processes and give further enhancement to customer service
- Presenting as required to Committees and Boards
- Managing and supporting teams to ensure that staff receive continuing training and development
- Liaising as required with key stakeholders both internally and externally including the Comptroller and Auditor General, the external and internal auditors and the Higher Education Authority.

Key attributes

- Qualified accountant with several years relevant post qualification experience in a senior role
- Excellent technical accounting
- Strong commercial acumen
- Demonstrable experience working in a complex environment with a record in successful implementation and delivery

- Board Level experience
- Demonstrated ability to lead and manage teams within a fast paced dynamic and changing environment
- Ability to produce insightful reports to support decision making, including those in relation to commercial and financial control matters
- Demonstrable track record of implementing change through technology to achieve continuous service improvement
- Ability to achieve tight deadlines
- Good working knowledge of Irish tax legislation, particularly in relation to VAT and Relevant Contracts Tax
- Effective engagement with internal and external stakeholders

Personal characteristics

- Initiative and work independently
- Proactive self-starter
- Excellent influencing persuasion and negotiating skills
- Ability to build positive relationships with colleagues in the University group and key external stakeholders
- Excellent interpersonal, written and oral communication skills
- Excellent leadership skills
- Demonstrable problem solving ability
- Record of achievement
- Ability and demonstrated experience of leading and developing teams

Remuneration

Salary Scale: *€55,331 to €85,546

* Appointment will be commensurate with qualifications and experience

Closing Date

5:00pm Friday 30 June 2017

Informal enquiries to:

John Kilcoyne, Deputy Director of Finance, Dublin City University.

Email: john.kilcoyne@dcu.ie

Tel: +353 1 700 8336

Application Procedure

Application forms are available from the DCU Current Vacancies (External Competitions) website at <https://www.dcu.ie/hr/vacancies/current.shtml> and also from the Human Resources Department, Dublin City University, Dublin 9. Tel: +353 (0) 1 7005149.

Applications should be submitted by email to hr.applications@dcu.ie or by Fax: +353 (0)1 7005500 or by post to the Human Resources Department, Dublin City University, Dublin 9. Human Resources Department, Dublin City University, Dublin 9. Tel: +353 1 700 5149; Fax: +353 1 700 5500 Email: hr.applications@dcu.ie

Please clearly state the role that you are applying for in your application and email subject line: Job Ref # 567 Financial Controller

Applications should be submitted by email to hr.applications@dcu.ie or by post to the Human Resources Department, Dublin City University, Dublin 9.

All applications must arrive on or before the closing date.

DCU is an Equal Opportunities Employer