



Dublin City University (www.dcu.ie) is a research-intensive, globally-engaged, dynamic institution that is distinguished by both the quality and impact of its graduates and its focus on the translation of knowledge into societal and economic benefit. DCU prepares its students well for success in life, and in the workplace, by providing a high-quality, rounded education appropriate to the challenges and opportunities of the 21st century.

Through its mission to transform lives and societies through education, research and innovation, DCU acts as an agent of social, cultural and economic progress. As Ireland's University of Enterprise, it is characterized by a focus on innovation and entrepreneurship and a track-record of effective engagement with the enterprise sector. Excellence in its education and research activities has led to its consistent ranking in the top 50 of the world's young universities (QS Top 50 under 50).

FINANCE OFFICE

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 Campus Companies. The DCU Finance Office is now seeking to recruit experienced accountants for the following positions.

Assistant Financial Controller

Reporting to the Financial Controller this is a key role within the Finance Office with the main focus of the role being on the Financial Accounting, Taxation, Treasury Management, Audit and Management Information Reporting. S/he will be an experienced accountant with the necessary management experience to deputise for the Financial Controller and will have occupied a similar role in a complex organisation.

Salary Scale: €49,967 to €68,393
€44,971 to €65,000*

Assistant Head of Financial Planning

Reporting to the Head of Financial Planning this is a key role within the Finance Office with the main focus of the role being on Financial Planning, Management Accounting, Budgeting and costing. S/he will be an experienced accountant with the necessary management experience to deputise for the Head of Financial Planning and will have occupied a similar role in a complex organisation.

Salary Scale: €49,967 to €68,393
€44,971 to €65,000*

Management Accountant

Reporting to the Assistant Head of Financial Planning or his/her nominee, this role is a management accounting position within the Finance Office with a particular emphasis on cost analysis and related management information reporting and the further development of systems in support of the capture and reporting of activity costs. The successful candidate will have the necessary experience of costing and the production and detailed analysis of management information. S/he will have the ability to achieve continuous process improvement.

Salary Scale: €45,452 to €54,974
€40,906 to €49,477*

HUMAN RESOURCES DEPARTMENT

As Dublin City University moves into the next phase of its development with the roll out of the University's Strategic Plan, Transforming Lives and Societies 2012 -2017, the HR Department has a key role in supporting the University in achieving its objectives with a particular focus in the next three years on the incorporation of DCU, St Patrick's College in Drumcondra, Mater Dei, and CICE.

The University is organised around a number of academic faculties with their associated Schools and Research Centres. There are also a number of supporting offices and units together with campus companies. The Human Resources (HR) Department is a central administrative department, which is responsible for providing a complete Human Resources service to these faculties, departments and campus companies.

Senior Human Resources Manager

Reporting to the HR Director, the Senior HR Manager will assist the HR Director with the development and implementation of an excellent HR service for the University. The Senior HR Manager will support and drive a number of strategic initiatives working closely with members of the HR Management team. The successful candidate will have excellent leadership and management skills and a proven track record in the delivery of strategic HR initiatives.

Salary Scale: €82,245 – €108,496
€74,183 – €97,847*

Human Resources Officer

Reporting to the HR Operations Manager, the HR Officer will have a key role in providing a comprehensive and professional HR service to Heads of Schools/Units and Campus Companies and their staff. S/he will have relevant experience as a HR Generalist operating at a Business Partner level in a complex organisation.

Salary Scale: €45,452 – €54,974
€40,906 – €49,477*

Application Procedure:

Application forms and full job descriptions are available at: <http://www4.dcu.ie/hr/vacancies/current.shtml> and from the HR Department, Dublin City University, Dublin 9. Tel: (01) 700 5149, Email: hr.applications@dcu.ie

Closing Date for applications: Monday 19th May 2014.

All appointments will be commensurate with qualifications and experience.

**Applies to new entrants to the public sector after 01 January 2011.*

Dublin City University is an equal opportunities employer.