



Finance Department

Management Accountant

5 Year Fixed Term Contract – Full Time

General Information

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).

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.

Overview of the Role

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.

Key aspects of the role include:

- Development, production, interpretation, and the clear communication of costing information of university activity to the appropriate stakeholders.
- Development of appropriate systems to ensure efficient and effective data collection, and comprehensive information reporting.
- Implementation of effective controls for the cost data accumulation and reporting systems.
- Analysis of data for decision making.
- Assessment of new programme proposals from a financial point of view.
- Production and assessment of management information in support of new business ventures and activities.
- Collection and production of the Full Economic Costing information for the University

- Preparation and issue of period end reports.
- Liaison with relevant external Agencies.
- Analysing financial performance and so contributing to medium and long-term business planning/forecasts;
- Assisting with various aspects of the financial planning function as required

Skills/Competencies

- Experience of costing and the production and detailed analysis of management information
- Comprehensive knowledge of the management information required for an effective costing system
- Ability to achieve continuous process improvement
- A track record in clearly setting, monitoring and achieving goals.
- Have a strong customer focus.
- Excellent communication skills both written and oral.
- Adaptable and flexible.
- Self-starting, an initiative taker and problem-solver.
- High degree of energy, enthusiasm, and creativity.

Qualifications and Experience

Candidates shall be a qualified accountant with relevant experience in the areas highlighted for the role.

Contract and Salary Scale

The appointment will be made on a fixed term contract basis for a period of five years.

The salary scale for the role will be:

€45,452 to €54,974

€40,906 to €49,477*

Applies to new entrants to the public sector after 1 January 2011.

Application Procedure

ALL APPLICATIONS MUST BE ACCOMPANIED BY A DCU APPLICATION FORM.

To apply for this position you must complete the following DCU application form

http://www.dcu.ie/vacancies/APPLICATION_FORM_6pg.doc and submit it to the above email

address by attaching it as a Word document or you can send it by post to: Human Resources Department, Dublin City University, Dublin 9.

Dublin City University is an equal opportunities employer