DCU Language Services DAC

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 five campuses in the Glasnevin and Drumcondra.

DCU’s excellence is recognised internationally with the University being ranked highly among leading global institutions. DCU is the only Irish University which has been 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.

DCU has a turnover in excess of €230m. Group turnover includes significant revenues from a commercial group of companies which includes DCU Language Services DAC (DCULS). The company has a turnover of approximately €9m. Through direct sales, 89 partner universities, and a network of more than 100 agents, DCULS brings over 7,500 foreign adults and students to DCU each year for language training. DCULS uses DCU and third party facilities to deliver the teaching with the students residing in DCU student residences and a large number of host families in the local area. The company has been very successful and has grown rapidly in recent years along with the expansion of the University. To date financial services support has been provided from within DCU Group Finance. With the growth in the company it has been decided to appoint a dedicated Financial Controller to DCULS.

The DCU Group Strategic Plan 2017 to 2022 places a significant emphasis on income generation particularly from non exchequer sources. While the company has expanded significantly in recent years it is seeking to avail of additional commercial opportunities and expand further.

The Financial Controller will be a key member of a small management team within the company and will perform a very hands on role working closely with the Chief Executive and other senior managers to ensure the successful operation of the company.

The Financial Controller will have responsibility for all of the financial aspects of the company’s operations and the financial control environment within which it operates. S/He will play a key role within the company supporting commercial decision making and ensuring effective management information reporting in support of the business. In addition, s/he will have responsibilities for supporting emerging business opportunities and for specific project activities, including operational excellence, within the company. S/He will work closely with colleagues in DCU Group Finance.
Key Aspects of the role Include:

- Providing insight into the income and cost base of the company in support of the assessment of the performance of products and service lines and making recommendations for margin/service improvement.
- Enhance the monthly management reporting pack in support of commercial management and decision making, including sales channels and margin reporting.
- Instigating and leading projects as part of the continuous improvement program, including having a deep knowledge of the company’s systems and the utilisation of technology and financial systems to streamline business processes and give further enhancement to cost effective operations.
- Working as part of the management team in the development of the rolling strategic plan.
- Supporting the Chief executive in the assessment of emerging business opportunities.
- Assessment of capital proposals as they arise.
- Preparation and analysis of the company’s annual budget, monthly management accounts and annual financial statements.
- Providing updated forecasts on an ongoing basis.
- Preparation of Board trading updates and commentary papers.
- Monitoring and enhancing tax compliance controls and structures to ensure effective management of the Group’s overall tax compliance.
- Full responsibility for the financial control environment.
- Ensure compliance with DCU group and company policies.
- Deliver on internal and external reporting requirements and ensuring the University and subsidiary companies reporting requirements are met.
- Responsible for the audit engagement with the statutory auditor (Comptroller and Auditor General), external auditor, and internal auditors ensuring audit requirements are met in a timely manner.
- Building relationships across stakeholders within the DCU group to identify mutually beneficial commercial opportunities.
- Liaising with group finance.
- Other functions as directed by the Chief Executive from time to time.

Skills and Qualifications

- Qualified accountant with several years (minimum of 3 years) relevant post qualification experience in a similar senior role in an organisation with similar scale and complexity.
- Service Industry experience, ideally at SME level.
- Very strong commercial acumen with track record of contributing to commercial successes
- Experience of representing the interests of the company in interactional with customers, suppliers and other stakeholders.
- Experience in working in a multi-site operational environment with large volumes of transactions.
- Demonstrable problem solving ability.
- Ability to achieve tight deadlines.
- Track record of enhancing processes and procedures through the application of technological...
solutions within an SME environment.

- Ability to take responsibility for change within the organization and drive projects to successful outcomes.
- Ability to produce, analyse and report on relevant management information in support of business decision making and business enhancement.

**Personal characteristics**

- Enthusiastic and positive team player with ability to build positive relationships with colleagues and external stakeholders.
- Excellent influencing persuasion and negotiating skills.
- Excellent interpersonal, written and oral communication skills.
- Excellent leadership skills.

**Reporting Line**

Day to day reporting will be to the General Manager with a direct formal reporting relationship to the Deputy Director of Finance or his nominee.

**Remuneration**

Salary Scale:* €51,000 to €73,000

* Appointment will be commensurate with qualifications and experience

**Closing Date:** Friday 17th May 2019

**Application Procedure:**

Application forms are available from the DCU Current Vacancies (open Competitions) website at [http://www.dcu.ie/vacancies/current.shtml](http://www.dcu.ie/vacancies/current.shtml) and also from the Human Resources Department, Dublin City University, Dublin 9. Tel: +353 (0) 1 700 5149

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

Please clearly state the role you are applying for in your application and email subject line:

Job Ref #CC1212 Financial Controller DCU Language Services

*DCU Language Services DAC is an Equal Opportunities Employer*