



Applications are invited from suitably qualified candidates for the following position

**Financial Accountant
Professional 4
Finance Department
Permanent Role**

Dublin City University

Dublin City University (DCU) is a leading innovative European University. It is proud to be one of the world's leading Young Universities and is among the world's top 2% globally. DCU is known as Ireland's University of Impact, with a mission to 'transform lives and societies' and focuses on addressing global challenges in collaboration with key national and international partners and stakeholders.

DCU has over 20,000 students in five faculties spread across three academic campuses in the Glasnevin-Drumcondra area of North Dublin. Thanks to its innovative approach to teaching and learning, the University offers a 'transformative student experience' that helps to develop highly sought-after graduates. DCU is currently No. 1 in Ireland for Graduate Employment Rate, and for graduate income (CSO).

DCU is a research-intensive University and is home to a number of SFI-funded Research Centres. The University participates in a range of European and international research partnerships. DCU is also the leading Irish university in the area of technology transfer as reflected by licensing of intellectual property.

As a 'People First' institution, DCU is committed to Equality, Diversity and Inclusion - a University that helps staff and students to thrive. The University is a leader in terms of its work to increase access to education, and is placed in the world's Top 10 for reducing inequalities in the Times Higher Education Impact Rankings.

Overview of the department

The Finance Department has a staff of approximately 60 people and has overall responsibility for the financial environment within the University. The department provides a comprehensive range of services to DCU Faculties, Schools, Research Centres, Professional Support Departments, and companies within the DCU Commercial Group.

Role Profile

Reporting to the Financial Planning Manager, the Financial Accountant will work within the Financial Planning Team with the focus of the role being on Financial Planning, Management Accounting, Budgeting and Costing.

Duties and Responsibilities

Please refer to the job description for a list of duties and responsibilities associated with this role.

Qualifications and Experience

Essential Experience:

- Candidates must have a Primary Degree or equivalent (NFQ Level 7)
- The successful candidate will hold a professional accounting qualification.
- The successful applicant will be well organised and be able to co-ordinate and progress the tasks associated with the post on their own initiative. S/he will be flexible and possess an ability to work effectively as part of the team, offering support to colleagues when required.
- The applicant must have excellent communication and interpersonal skills and be sensitive to the differing requirements of a diverse University setting.
- The applicant will have good MS Excel skills and previous experience with financial systems.

Other important attributes would include:

- Excellent written and oral communication skills and be mindful of the differing requirements of a diverse University setting.
- Excellent interpersonal skills and ability to collaborate and build positive relationships with other colleagues and external stakeholders.
- Ability to work flexibly, effectively and under pressure to ensure tasks are finalised to strict deadlines.
- Strong attention to detail to ensure completeness and accuracy of information.
- Self-motivated and proactive, with the ability to organise, co-ordinate and progress the tasks associated with the role on an independent basis.
- Ability to work effectively on an individual basis and as part of the team, assisting colleagues when required and ensuring services are delivered in accordance with the University's requirements.
- An active interest in learning new processes and systems.

Essential Training

The postholder will be required to undertake the following essential compliance training: Orientation, Health & Safety, Data Protection (GDPR) and all Cyber Security Awareness Training. Other training may need to be undertaken when required.

Salary Scale:

Professional 4 €40,689.00 - €60,196.00

Appointment will be commensurate with qualifications and experience and in line with current Government pay policy.

Closing date: Friday 3rd November 2023

Additional Information

Additional Information: Please note this role does not meet criteria for a Critical Skills permit as stipulated by the Department of Enterprise, Trade & Employment.

For more information on DCU and benefits, please visit [Why work at DCU?](#)

Informal Enquiries in relation to this role should be directed to:

Mr. Martin Lynch, Group Financial Controller, Finance Department, Dublin City University.

Phone + 353 (0)1 7007076 Email: martin.o.lynch@dcu.ie

Please do not send applications to this email address, instead apply as described below.

Application Procedure:

Application forms are available from the DCU Current Vacancies website at

<https://www.dcu.ie/hr/vacancies-current-vacancies-external-applicants>

Applications should be submitted by e-mail with your completed application form to

hr.applications@dcu.ie

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

Job Ref #BC220720 Financial Accountant

Dublin City University is an equal opportunities employer.

In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes.

The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available in the [DCU Policy Starter Packs](#)