

Mid West Simon Community: Head of Finance **(<https://www.activelink.ie/node/112826>)**



Job Title: Head of Finance

Reports to: Chief Executive Officer

Location: Limerick /Clare

Contract Details: Full Time Permanent

Salary Details: Discussed at Interview (*Depending on Experience*)

Mid West Simon CLG is recruiting for the position of Head of Finance. We are looking for someone with strong leadership skills who will manage and improve the efficiency of our organisation's financial operations.

Overall Responsibilities

- Oversee **financial management** including pricing, budgeting and financial projections.
- Formulate business strategy with other members of the executive team.
- Ensure adherence to relevant local and international laws and relevant accounting standards.
- Oversee the implementation of technology solutions throughout the organisation.
- Evaluate and monitor risk.
- Report on operational performance and propose improvements.

Specific Duties

The Head of Finance will oversee and be responsible for:

- **Finance:**
 - Manage and oversee monthly management accounts and year-end financial accounts, cashflow, accounts payable, accounts receivable, payroll and banking.
 - Lead the month end reporting and quarterly returns processes delivering accurate & timely financial reports.
 - Conduct and manage the financial audit.
 - Prepare and oversee the annual budgetary process.
 - Ensure tax compliance in all areas of business.
 - Lead and develop the Finance Team.
 - Collaborate with internal and external stakeholders, including auditors, senior managers and Board committees to support financial excellence and implement best practices.
 - Provide financial analysis to assess the viability of special projects and tender processes.
 - Responsibility for pricing, funding applications, and other financial internal and external reports.
 - Contribute to the development and execution of Mid West Simon's strategic and operational goals.
- **Compliance & Risk Management:**
 - Annual report to Charity Regulator and Companies Registration Office filings.

Requirements and skills

- Minimum level 8 Business Degree or equivalent.
- Fully Qualified Accountant (eg ACA, CIMA, ACCA, CPA).
- Demonstrable experience in a senior finance management role including team leadership, financial reporting and

compliance.

- Advanced proficiency in financial systems, Excel and a strong understanding of procurement processes.
- Proactive, strategic mindset with excellent problem-solving skills, good communication skills and strong leadership qualities.
- Exceptional organisational skills and decision-making skills.
- Budget management experience.
- People-management skills.
- Full clean driving license and access to own car.

Benefits:

- Core hours 9pm – 5pm, with flexible start and finish time.
- Flexible Working Locations: Limerick / Clare.
- Access to Employee Assistance Programme.
- Generous Leave Allowance (*Including extra gifted company leave days*).
- Access to Company Pension.

Start Date:

- This position is to commence as soon as possible.

To apply:

Please submit your application to recruitment@mwsimon.ie (<mailto:recruitment@mwsimon.ie>) to include your CV and a brief cover letter outlining your suitability for the role by 5pm on **January 15th 2025**.

All job offers will be subject to Garda Vetting and Reference Checks

Mid West Simon Community is an equal opportunities employer and welcomes applications from all sections of the community

Region

Limerick / Clare

Date Entered/Updated

20th Dec, 2024

Expiry Date

15th Jan, 2025

Source URL: <https://www.activelink.ie/vacancies/community/112826-mid-west-simon-community-head-of-finance>