



# Cheswick Green Primary School

*Headteacher: Mr T Griffiths*

## **SCHOOL FINANCE MANAGER**

**At Cheswick Green Primary School, Cheswick Way, Solihull, B90 4HG**

**PAY RANGE: Band D (D21-D26) pro rata**

**Required from September 2025 (term time only, permanent)**

The Governors and Headteacher are seeking to appoint an excellent school finance manager to join our passionate, nurturing team at Cheswick Green Primary School.

The school finance manager is a pivotal position offering comprehensive financial and accounting support, from setting policy and managing resources, to overseeing all aspects of financial administration. You'll play a key role in shaping our financial strategy by working closely with the Headteacher, the Senior Leadership Team, and our governing body. This is a busy and demanding post, so we are looking for an experienced, organised and dynamic finance professional seeking a rewarding role where their expertise can truly make a difference. Proficiency in monthly management accounting, asset management, budgeting, forecasting and cash flow monitoring will be essential. Beyond technical skills, we're looking for someone who excels at stakeholder liaison. Thriving in a fast-paced environment demands strong multitasking abilities, composure under pressure, and exceptional organisational skills. The successful candidate's positive, flexible approach, commitment to quality, and unwavering attention to detail will have a large impact on the educational outcomes of our students.

### **We can offer:**

- Amazing children with excellent behaviour and fantastic attitudes.
- A passionate and inspiring school team with a strong culture of teamwork, community and wellbeing.
- A nurturing school with a commitment to safeguarding.
- A friendly and supportive community of families, staff and governors, working together with the children to ensure the very best for all, in all that we do, all of the time.

### **For additional information about our school, please visit:**

[www.cheswick-green.solihull.sch.uk](http://www.cheswick-green.solihull.sch.uk)

Informal visits are welcomed. Please contact our school office by email (below) or on 01564 703 336 to organise a mutually agreeable time.

Please send applications to [14office@cheswick-green.solihull.sch.uk](mailto:14office@cheswick-green.solihull.sch.uk) for the attention of Mrs. S Stephens. We are committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. The successful candidate will be subject to all necessary pre-employment checks, including an enhanced DBS; Prohibition check and qualifications. All applicants will be required to provide 2 suitable references.

**Closing Date: Monday 23<sup>rd</sup> June 2025 at 12pm**

**Interview Date: Friday 27<sup>th</sup> June 2025**