

# Wexham School

## Finance Manager

### Start ASAP

Wexham School, Norway Drive, Slough, SL2 5QP

Salary: Level 7 – SCP 30-35

Actual Salary Range: £41,873 - £47,238 Inc. London weighing

Full Time 8am – 4.30pm



Wexham School is a friendly and vibrant school with a highly committed staff who want the best for all our students ensuring they are ambitious and hungry for future triumph. We require an experienced and highly skilled Finance Manager to join our team and lead our Finance Office.

We, as a school community, have developed a “can do” attitude through collaboration and effective partnerships. We have an excellent continued professional development programme for all staff. We are proud to be a non-selective secondary school with a sixth form, which Ofsted judged to be ‘Good’ in all categories in November 2017 and again in May 2023. These are exciting times to join us as we near the final stages of an expansion programme, which has seen the school grow by nearly 350 students in the last three years.

You will:

- Be currently undertaking a similar role or performing the duties of the post.
- Have an AAT qualification with three years post qualification experience.
- Have excellent administrative skills.
- Have MS Office skills with the ability to use a range of applications including financial systems such as SFMS.
- Be highly organised, self-motivated and able to work in a fast moving environment.
- Be flexible enough to deal with a varied day’s work.

***Staff feel valued and well supported by leaders. They appreciate the way that their well-being is taken seriously. (Ofsted May 2023)***

**We are committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and an enhanced DBS clearance.**

**Closing date: Apply as soon as possible.**

**We reserve the right to interview potential candidates before the close date.**

To obtain an application pack please download the relevant attachments from our website [www.wexhamschool.co.uk](http://www.wexhamschool.co.uk) where further information can also be found about the school.

If you have any other enquiries, please contact Anita Brudenall-Jones on 01753 526797 or email [recruitment@wexham.slough.sch.uk](mailto:recruitment@wexham.slough.sch.uk).