



Finance Manager

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Salary: £35,754.41 full time equivalent

Closing Date: Monday 19th February 2024 at midday. Interviews will be arranged individually.

Location: Church Farm Business Park, Corston, Bath

Hours: 09:00-17:30 (Negotiable between 3 to 5 days per week)

Genesis Trust is an inspiring and much-loved Christian charity in Bath, supporting vulnerable and homeless adults.

We are excited to announce that we are looking for a motivated, compassionate, enthusiastic and experienced Finance Manager to succeed our long-standing colleague who is retiring this summer. Working closely with the CEO, this role is central to the effective operation of the charity and has the opportunity to become a key contributor to the future of Genesis, including the ongoing and exciting development of our Furniture social enterprise.

This is a fantastic opportunity for someone who likes a challenge, is highly organised, and wants their work to make a difference to the most vulnerable and marginalised in our community. We will be updating our systems, so this role will suit someone who has the skills, enthusiasm and ability to work on changes, upgrades and developments of accounting and CRM software.

To succeed in this role you are likely to have the following:

- A positive 'can-do' attitude.
- Excellent communication and team working skills.
- Excellent organisation and prioritisation skills.
- Empathetic and enthusiastic nature.
- Excellent and demonstrable business and leadership skills.
- Experience in all or some of the following – charity finance, retail finance, online retail finance, data management.
- Knowledge and experience of administration, finance, bookkeeping, payroll, and Quickbooks.
- Organisation and IT skills.
- Sympathy to and support of the Christian ethos of Genesis.
- Being able to relate well to clients and people from differing backgrounds.
- A desire to support people in need.

If you want to play a role in our future, please email Nick Mayo on nick.mayo@genesistrust.org.uk for more details and an application form.
