

Gwasanaeth Tân ac Achub  
De Cymru



South Wales  
Fire and Rescue Service

## ACCOUNTANCY ASSISTANT

### GRADE 7

SALARY: £23,541 - £24,491 (pro-rata)

**Temporary until October 2023**  
**22 hours per week**

Post Number: NU126

A part time vacancy has arisen within the Finance Department based at Fire Service Headquarters, Forest View Business Park, Llantrisant for the role of Accountancy Assistant.

The successful candidate will be required to provide comprehensive support to the Service and Service Accountants in regards to all aspects of finance and to actively contribute to an effective and efficient finance function.

In particular, the successful candidate will focus on the provisions of management accounting and support budget holders with the provision of advice, information and training to ensure accurate budget setting, monitoring and forecasting.

Applicants will need to meet the qualifications and experience as determined within the Person Specification.

**Welsh language skills are desirable but not essential for this post.**

General post enquires can be directed to Finance Technician, Louise Townsend 01443 232080 or via e-mail ([l-townsend@southwales-fire.gov.uk](mailto:l-townsend@southwales-fire.gov.uk)).

An Application Pack, including the Person Specification and Job Description, can be downloaded from the Current Vacancies Section on the South Wales Fire & Rescue Service Intranet.

Completed applications should be returned to: The Recruitment and Resourcing Team, at [personnel@southwales-fire.gov.uk](mailto:personnel@southwales-fire.gov.uk) the closing date for receipt of applications is: **Thursday 7<sup>th</sup> October at 12noon.**

Please note: The successful candidate will be required to undertake a Drug and Alcohol Test prior to an appointment being made.

SWFRS believes in the real value of having a diverse workforce and we proactively want to encourage applicants from all sectors of our community to apply.

