



MDC Job Advertisement

Job Title:	Finance Manager
Location:	The Manchester Deaf Centre Crawford House, The University Precinct, Booth Street East, Manchester, M13 9GH
Responsible to:	Centre Manager
Salary:	£26,999 per annum full-time salary for 40 hours per week; Pro-rata equivalent/actual: £16,199.40
Basis:	Part-time – 3 days per week (typically Monday to Wednesday, 8.30am to 5.30pm including a break of up to 1 hour unpaid, but with some possible variation in work pattern to suit the needs of the organisation) 3% employers' pension contribution Annual leave entitlement of 15 days Flexible working Employee bonus and wellbeing scheme under development Fixed-term for 1 year in the first instance Enhanced DBS Check

Manchester Deaf Centre is the largest organisation in Greater Manchester providing support services to people with hearing loss. The Centre is a popular place for hard of hearing, D/deaf and Deaf blind people to meet, find information, advice and guidance, opportunities to learn and socialise.

The Trustees and Centre Manager are pleased to invite applications for the new post of Finance Manager, with a view to the successful candidate overseeing the smooth running of MDC's finance functions through a period of organisational growth and services' diversification – including cash management, sales invoicing, credit control, purchasing, bank reconciliation, budget and forecast reporting.

If you are interested in finding out more, please:

Ring John Hesketh, the Centre Manager, on 0161-276-9335 for an informal conversation – or What's App message on 07939-562-710 to arrange a video call

A full job description/person specification and application form can be found on our website at <https://www.manchesterdeafcentre.com/about/vacancies/>

Deadline for applications: Friday 7th May, 12.00noon