

## Job Profile - ASC Finance and Data Analyst

**Job Title:** Adult Social Care Finance and Data Analyst

**Job Grade:** Level 4 Zone 2

**Salary Range:** £45,042 - £51,870

### About Camden

Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. Because, we're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide a better future for us all.

As part of our resourcing services in Adult Social Care you will play a critical role in providing analysis, reconciliation and forecasts on how we spend our resources and generate income.

### About the role

Reporting to the Service Manager for Resource Coordination the ASC Finance and Data Analyst is responsible for effective and efficient analysis and reporting that deliver oversight and timely and accurate financial reconciliation of Adult Social Care financial activity. Based in our resourcing services you will work closely with our resources teams responsible for purchasing, payment and income collection, working together with service managers, finance business partners and data analysts. You will be responsible for reconciling financial transactional and purchasing activity, covering spend and income generation, the provision of financial reports and analysis, together with the identification of risks and opportunities. You will also contribute to the development of the services' policy and procedures.

### About you

You will have a highly organised approach with the ability to deliver analysis and reporting that is accurate, timely and presented in an appropriate manner for the intended audience. You will be

- AAT qualified, studying for a CCAB or equivalent professional qualification, or part CCAB or equivalent qualified
- Able to interpret highly complex activity and financial data/information, apply logic and judgement to their analysis
- Able to create complex financial modelling relating to Adult Social Care
- Able to understand and interpret the complex legislative and regulatory frameworks that apply to local government, and Adult Social Care in particular
- Have knowledge and understanding of financial planning, management and financial frameworks in a large organisation – preferably adult social care

### Work Environment:

The post-holder will be required to work in an agile way in line with Camden's move to a flexible work environment.

## **People Management Responsibilities:**

None

## **Relationships:**

You will report to the Services Manager Resources Co-ordination Team. Other key relationships will include:

- Managers and staff across our resources co-ordination service
- Heads of Service and Service Managers across Adult Social Care
- Strategic Commissioners and Commissioning Managers
- ASC Data Leads and performance reporting leads
- Finance business partners across corporate support services and colleagues in technical and strategic finance
- Providers of commissioned block contracts
- Health Partners, including the Integrated Commissioning Boards

## **Over to you**

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk

## **Is this role Politically Restricted?**

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

## **Diversity & Inclusion**

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

## **Agile working**

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK ([www.HireMeMyWay.org.uk](http://www.HireMeMyWay.org.uk)). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

## **Asking for Adjustments**

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything

differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at [resourcing@camden.gov.uk](mailto:resourcing@camden.gov.uk) or post to 5 Pancras Square, London, N1C 4AG,