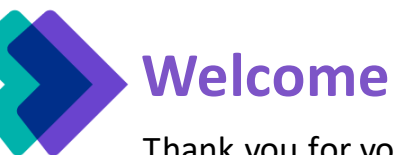


Assistant Financial Controller

Job Pack

► July 2026

for healthy East London lives



Welcome

Thank you for your interest in joining Barts Charity.

We are a charity with its roots in East London, dedicated to supporting improvements to healthcare and transformative research for local health benefit in East London, and beyond. You'll be joining us at an exciting time as we bring our five-year organisational strategy (2022-2027) to an end with c.£150m of funding awarded over the period, and as we launch our next five-year organisational strategy (2027-2032).

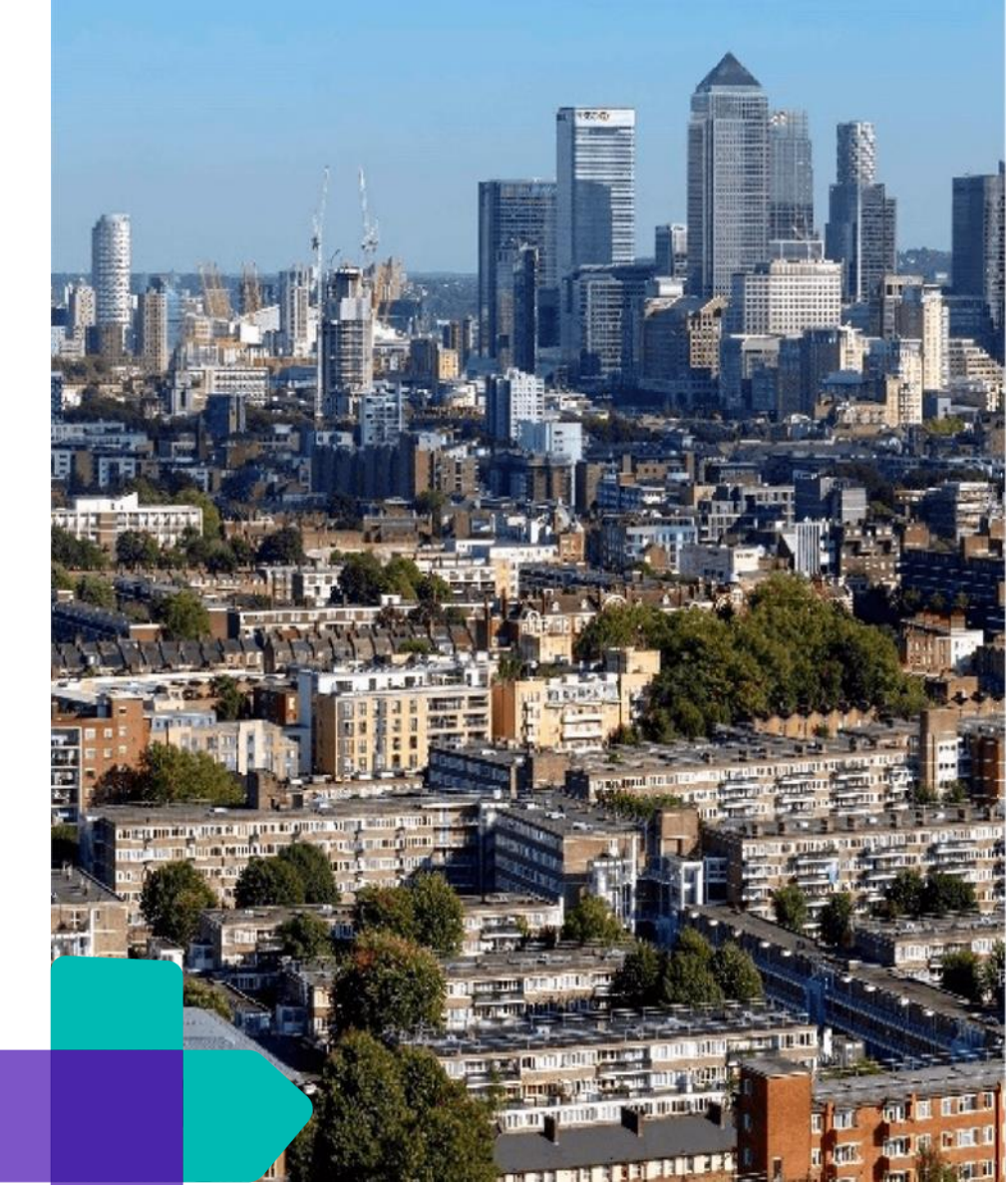
This role will strengthen our financial accounting function and support continued improvement in our systems, processes and controls, including the use of AI and technology to improve efficiency.

You will be a key part of the Finance Team that has clearly laid out roles, accountabilities and collaborative team members. You will also work with colleagues across the charity to ensure that our internal controls and system integrations remain fit for purpose as the Charity's activities grow and develop.



Prabhakar Sundaresan
Chief Financial Officer



A high-angle photograph of the East London skyline. In the background, the modern glass skyscrapers of Canary Wharf rise against a clear blue sky. The foreground and middle ground are filled with a dense urban landscape of multi-story residential and commercial buildings, interspersed with green trees. A large, stylized graphic of overlapping teal and purple squares is positioned in the bottom-left corner of the image.

About Barts Charity

For healthy East London lives

As East London's oldest healthcare charity, we've been at the forefront of advancing healthcare in our community for hundreds of years. The hospitals we support strive to provide excellent care to their patients, through the highs and lows. Yet too many people's lives in East London are affected by ill health.

As the dedicated charity for Barts Health NHS Trust, we support St Bartholomew's, Whipps Cross, Newham, The Royal London, and Mile End hospitals. We're also partnered with the Faculty of Medicine and Dentistry at Queen Mary University of London and the School of Health Sciences & Psychological Sciences at City, St George's, where we fund world-leading medical research.

Together with our partners and supporters we make better healthcare possible. We invest in inspiring people and projects that have the greatest impact on the health and lives of local people. And as our local community is one of the most diverse places to call home, what makes a difference in East London has the potential to touch lives across the world.

For more information about Barts Charity, please visit our [website](#).



We are committed to

Professional development

At Barts Charity, we prioritise continuous learning and professional growth, ensuring our staff have access to both group and individual development opportunities so that staff make the best contribution they can, enjoy good job satisfaction and progress their careers.

Regular training sessions cover a range of hard and soft skills, including Unconscious Bias, Feedback, Assertiveness, and EDI Awareness. We also offer tailored programmes like a New Manager Bootcamp and Fundraising Skills training.

Employee wellbeing

We support wellbeing through a culture that encourages open conversations about wellbeing and mental health, internal support for both staff and their managers, and access to external support via our Employee Assistance Programme.

All new starters will be assigned a buddy who will support them during their induction.

EDI and Inclusive Recruitment

We want everyone connected with Barts Charity to feel valued and respected. We will create and sustain a truly inclusive culture where everyone feels they can contribute. We know that this will take action and we must keep working at it. Find out more about our [Commitment to Equity, Diversity, and Inclusion](#).

In 2024 we conducted an Inclusive Recruitment Audit and delivered Inclusive Recruitment training for Hiring Managers to ensure our process is inclusive. We will continue to build on this into 2027.

We welcome applications from candidates of all backgrounds. As a Disability Confident Committed employer, we actively recruit, retain, and support individuals with disabilities and long-term health conditions, and make adjustments to ensure equal opportunities during recruitment and beyond.



About the role

Assistant Financial
Controller

Role overview

Job title	Assistant Financial Controller
Salary	£60-65k
Contract	Permanent
Location	Ground Floor, 12 Cock Lane, London EC1A 9BU - Fully accessible office.
Hybrid Working	Hybrid working, 2 days mandatory in the office (Tuesdays and Wednesdays) and other days remote. Must be able to attend office on non-anchor days when required.
Flexible Working	37.5 hours per week. Core hours 10am-4pm. Flexible working requests (outside of the mandatory office attendance days) will be considered.
Department	Finance & Investments
Reports to	Financial Controller
Annual leave	30 days plus bank holidays
Pension	10% employer's contribution
Benefits	Subject to completion of 6-month probation: • Interest free travel season ticket loan • Private healthcare insurance (taxable benefit in kind) • Employee Assistance Programme • Social events within office hours



Hiring Manager

Ali Stellings, Financial Controller

Chartered Accountant (FCA) with 20 years experience across audit and the charity sector.



What does the role involve?

Overview

This role supports the Financial Controller with all aspects of the financial control function and financial operations.

Job purpose

To support the Financial Controller in delivering effective financial control, accurate reporting, regulatory compliance, robust internal controls, and efficient use of Business Central, while ensuring statutory obligations are met.

Key role deliverables

- Production of annual SORP accounts and supporting audit schedules.
- Management of the annual audit process.
- Compliance with HMRC direct and indirect taxation requirements e.g. VAT, Gift Aid.
- Managing month end financial reporting processes to ensure timely and accurate month end closure, ensuring integrity of the general ledger.
- Maintenance and development of internal controls including embracing new technologies.
- Managing finance transactional processes completed by the 3 x Senior Finance Officers / Finance Officers.
- Line management of 3 x Senior Finance Officers / Finance Officers.





Who we're looking for

Key skills (essential)

- A professional accountancy qualification (ACA, ACCA or equivalent).
- Up to date knowledge and application of UK accounting standards, the Charities SORP and Companies legislation.
- Excellent financial management, reconciliation and analytical skills including iterative problem-solving skills.
- Strong communication skills and the ability to build relationships and collaborate with a broad range of individuals including auditors and other key stakeholders.
- Independence of thought and judgement, alongside integrity.
- Excellent organisational and planning skills, attention to detail and the ability to prioritise a diverse workload and multitask, as part of a small team and on own initiative.

Key experience (essential)

- A track record of successfully producing quality financial information by leveraging an ERP system or general ledger system.
- Experience in the development and introduction of financial control processes.
- Experience in the preparation of full statutory accounts and management of year end audit process.



How to apply



The application process

Please send your CV and a supporting statement (of no more than 2 A4 sides), highlighting how you meet the key skills and experience required for the role as outlined in the Job Pack.

- Please send these to: Felicity Akins felicity@mackiemyers.co.uk
- **Deadline for applications:** Monday 3 August 2026
- **First competency-based panel interview (virtual):** Tuesday 11 August 2026 or Wednesday 12 August 2026
- **Second competency-based panel interview (in-person):** Tuesday 18 August 2026 or Wednesday 19 August 2026

If you would like to discuss this role before applying, or if you need any adjustments, please contact Ali Stellings (ali.stellings@bartscharity.org.uk)

We are a friendly, diverse, and inclusive team and are committed to having employees that represent all communities. We welcome applications from people from all identities and backgrounds and we particularly want to encourage people from under-represented groups to apply to work with us.

Our approach to candidates using AI in applications:

We know that technology including AI tools can support candidates when preparing job applications. We welcome the use of tools that help you present your experience clearly. That said, we ask that all applications genuinely reflect your own skills, experience and voice so we suggest that you carefully check any AI-generated content. If you are invited to interview, we will want to find out more about your skills and experiences directly from you and so discrepancies between your application and your presentation in person may be damaging to your application.





Thank you

bartscharity.org.uk



Registered charity no. 212563



Barts Charity is a Disability Confident Committed employer. We will offer an interview to a fair and proportionate number of disabled applicants that meet the minimum criteria for the job. If you wish to apply under the Disability Confident campaign, please clearly note this in your application email.

