



Holmes Chapel Comprehensive School & Sixth Form College

FINANCE MANAGER

Grade 8 (SCP23-28)

30 hours per week

41 weeks (term time plus 2 weeks)

Actual starting salary £25,325

May 2026 Start

We are looking to recruit an experienced and effective Finance Manager to provide high quality financial support within the school from May 2026.

Working closely with the CFO, the Finance Manager will be responsible for managing the school's day to day financial operations, including budget planning, maintaining accurate financial records and preparing monthly management accounts.

The successful candidate will have proven experience of working in a busy finance role, ideally within an education or public sector setting. They will be organised, friendly and have strong administration and ICT skills.

We believe in a culture of collaboration, empowerment and ownership so that we consistently deliver the best possible experience for all of our children, families and colleagues. We are committed to being part of a community of learners and recognising how we can work collaboratively to be more effective in managing workload and building professional resilience. In securing a post here, you will join a team of dedicated colleagues who enjoy the reward of working with an outstanding group of learners and colleagues who are there for each other.

For further details about our school, job description and person specification please visit www.hccs1978.co.uk. For any questions or to arrange an informal discussion or visit please contact Lauren Murphy, Chief Finance Officer at lauren.murphy@hccs.info

Holmes Chapel Comprehensive School and Sixth Form College trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All roles involve contact with children and are thus engaged in regulated activity relevant to children. Shortlisted candidates will be subject to references and online searches. Employment is subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS). This post is exempt from the Rehabilitation of Offenders Act (ROA) 1974.

Closing date: **12pm, Wednesday 15th April 2026**

Interviews will be held the following week

Executive Headteacher: Nigel Bielby

NOR: 1305 (including 159 in Sixth Form)