

# Yorkshire Housing Role Profile



<b>Job title:</b>	Finance Assistant (Business Partnering)	<b>Leader of others:</b>	No
<b>Reports to:</b>	Finance Business Partner	<b>Contract type:</b>	Fixed Term
<b>Business Area</b>	Financial Planning & Analysis	<b>Car Allowance:</b>	No
<b>Budget holder?</b>	No	<b>DBS Required:</b>	No

## Job purpose

You will support the finance business partners through financial analysis and modelling. Focusing on the areas where you can add the greatest value the role will involve decision support, budgeting and planning, project work and helping tell the story of the numbers.

## • Key responsibilities

- Collaborate with both finance and operational colleagues to analyse issues impacting on financial and business performance.
- Undertake financial modelling and other analysis, to support the business partners and the wider business in effective decision making and improving business performance.
- Assist with a wide range of topics including cost management, pricing decisions, procurement, investment appraisals and benefit realisation monitoring.
- Support the production of the monthly finance report and other similar reports including report collation, and variance analysis.
- Ensure that outputs are easily understood and fit for use by non-finance colleagues and other stakeholders.
- Support the budgeting, forecasting and long term planning processes as required
- Input into statutory, regulatory or other external reporting as required
- Develop strong internal relationships within finance and wider business.

## What you'll bring to the role

### The main things:

- Good standard of general education
- Highly numerate with experience of working in an analyst role in a finance team
- Commercially aware with an ability to solve problems
- Excellent communication and interpersonal skills
- Strong analytical skills and ability to provide meaningful business insight
- Ability to make the most of technology and data, including analysing large data sets
- Excellent attention to detail with the ability to work under pressure, deliver to strict deadlines and manage conflicting priorities
- Eagerness to develop own skills and adapt to change
- Working towards a professional accounting qualification (e.g. Certified or Chartered Accountant) or completed AAT

### It would be a bonus if you have:

- Experience of working in the regulated social housing sector

#### Our values:

Our values describe what matters most to us, and what our colleagues should expect from each other. We're all expected to show how we support and live up to these values in our work.

**Create trust** • Do the right thing, not the easy thing • Be honest and open • Do what you say.

**Be curious** • Think differently • Ask questions • Keep learning.

**Make it happen** • Own it • Do it • Be empowered.

**Achieve impact** • Do things that matter • Deliver results • Show pride and passion.

**Have fun** • Enjoy work • Be yourself • Stay connected.

We want colleagues to feel free to be themselves - so we're all responsible for making sure we promote a culture of equality, diversity and inclusion. And, as you'd expect, we're responsible for our own health and safety, following our policies and doing any training needed for our roles.

**Date Role Profile last reviewed:**

June 2025