

TEACHERS' HOUSING ASSOCIATION

FINANCE MANAGER

PROVISIONAL TERMS OF EMPLOYMENT

Anticipated Date of Commencement	As soon as possible
Outline Duties	As per job description
Days and Hours of Work	Monday to Friday: Standard office hours are 9.00 am – 5.00 pm. Currently, a hybrid system operates in our Head Office with a minimum of 1 day per week in the office.
Holiday Entitlement	23 days per year, rising to 28 days per year after 5 years' service. Additional office closure between Christmas and New Year.
Salary	£46,512 per annum, including London Weighting Allowance, paid monthly in arrears. (Next review April 2022) Scale £46,512 - £49,767
Pension	Participation in the TPT Retirement Solutions (previously known as The Pensions Trust) DC pension scheme.
Probationary Period	Six months
Notice	Three full calendar months on either side once confirmed in post.
References	Appointment is subject to satisfactory references, medical reference and DBS application.

Teachers' Housing Association is an Equal Opportunities Organisation and a Co-operative and Community Benefit Society