



Person Specification			
Post title	Senior Auditor	Grade / Salary	L - £40,221 - £41,418 per annum M- £42,403 - £43,421 per annum

*** * * This post is exempt from the provisions of the Rehabilitation of Offenders Act – applicants must disclose all criminal convictions including those which are ‘spent’, in addition to any cautions and bindover orders received in the last 12 months * * ***

To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

Shortlisting Number	Criteria	Method of assessment
Skills, knowledge, experience		
S1	Previous experience in an internal audit or similar role	CV/I
S2	Experience of using Microsoft Office/Microsoft 365/Microsoft Excel	CV/I
S3	Understanding of public sector internal audit requirements	CV/I
S4	Experience of managing other employees	CV/I
Personal attributes and circumstances		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	I
P2	Flexibility to work additional hours during peak periods of work	CV/I
P3	Ability to manage workloads to ensure the timely and accurate completion of tasks in accordance with agreed deadlines.	CV/I
Communication		
C1	Ability to communicate information effectively including written and oral communications	CV/I
Qualifications		
Q1	Part Qualified Professional Audit or Accountancy qualification	CV/C

June 2024





CV/SS = Curriculum Vitae/Supporting Statement **A** = Application Form **C** = Certificate **E** = Exercise **I** = Interview
P = Presentation **AC** = Assessment Centre **T** = Test

Where the post involves working with children, in addition to a candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- **Motivation to work with children and young people.**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people.**
- **Emotional resilience in working with challenging behaviours.**
- **Attitudes to use of authority and maintaining discipline**

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

June 2024

