



# THE PALMER CATHOLIC ACADEMY

Part of The Good Shepherd Catholic Trust

Aldborough Road South, Seven Kings, Ilford, Essex, IG3 8EU

Tel: (020) 8590 3808 / Fax: (020) 8597 5119

[www.tpc.academy](http://www.tpc.academy)

Email: [office@tpc.academy](mailto:office@tpc.academy)

Headteacher: Mr P Downey

## Finance Manager

**LBR 8, points 26-28 £38,934-£40,755 FTE, £34,947-£36,581 actual**

**36 hours per week, term time only plus 2 weeks**

**Start date: ASAP**

The Palmer Catholic Academy believes in setting the highest standards in all areas of academy life and we are looking for a purposeful and committed individual who wants to join and enhance our strong team.

The Trustees are looking to appoint a Finance Manager to lead the academy's Finance Department. We are looking for an enthusiastic and competent individual who will ensure the provision of effective, accountable and consistently high-quality financial management together with reliable and efficient running of the academy's accounting systems and the processing of all documentation accurately and in a timely fashion. Previous experience of working in a school environment would be desirable, but is not essential.

The Palmer Catholic Academy is a very successful over-subscribed 11 – 18 mixed, voluntary aided, comprehensive academy in the London Borough of Redbridge. Although a Catholic academy, we welcome applications from Catholic and non-Catholic applicants.

The Palmer Catholic Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are subject to pre-employment checks. References will be sought and the successful candidate will be required to complete a Disclosure and Barring Service check. Shortlisted candidates will also be subject to online social media checks.

Full details of the post and application forms are available on the academy's website at [www.tpc.academy](http://www.tpc.academy). **The closing date for completed applications is 12.00 noon on Monday 16<sup>th</sup> June 2025.** Completed application forms should be emailed to the Headteacher's PA, Mrs Bolton, at [jbolton@tpc.academy](mailto:jbolton@tpc.academy).

Please note that we do not accept CV's or applications from agencies and only shortlisted applicants will be contacted.

**We reserve the right to close this vacancy early if we receive sufficient applications for the role. Therefore, if you are interested, please submit your application as early as possible.**