

## JOB DESCRIPTION

<b>Job title</b>	<b>Technical Director</b>
<b>Location</b>	<b>Cambridge, Cambridgeshire</b>
<b>Department</b>	<b>Audit and Accounts</b>
<b>Line manager job title</b>	<b>Group Director</b>

### Overview

The Technical Director is a key leadership role within the Audit and Accounts (A&A) team. The individual will be responsible for leading the technical offering of PEM and ensuring the highest quality standards across the department.

### Key accountabilities

- Work alongside the Technical Partner and Risk and Compliance Manager to deliver the highest quality standards across the A&A team;
- The production/oversight of all technical materials produced for the A&A team;
- Responding to technical queries in relation to audit, financial reporting and money laundering;
- Perform cold file reviews, hot file reviews and ethical reviews where required, in accordance with the firm's ethical standards, audit procedures and policies;
- Remain up to date with the latest accounting and auditing standards changes and communicate these to the team / provide training;
- Review audit methodology to ensure auditing standards changes are timely reflected within the audit software;
- The development/delivery/oversight of the training of the A&A team in respect of clients;
- To head the firms technical committee ensuring policies and procedures are fit for purpose and consistent across the A&A team;
- To ensure that the firm's quality assurance procedures are adhered to, and that client care is maintained to a high standard;
- To develop, monitor and adapt the firms ISQM procedures and policies and to undertake root cause analysis exercises and reporting;
- Provide insight for external marketing content appropriate to significant accounting or auditing changes;
- To provide cover for holidays/absence of the Technical Director;
- To lead the firmwide external inspections by ICAEW or other regulators;
- To act as firm representative on Kreston A&A and technical groups;
- To monitor and deliver firmwide practice assurance compliance.

### Person Specification

- Hold a professional recognised accounting qualification (ACA, ACCA, ICAS)
- Excellent knowledge and experience of both UK GAAP and IFRS accounting standards, charities SORP would also be beneficial;
- Demonstrate a strong commitment to maintaining and enhancing audit quality;
- Substantial audit knowledge and in depth understanding of international auditing standards;
- Significant experience in reviewing audit and accounts files;
- Experience in summarising matters and following up findings with the people responsible
- Ability to develop and present technical content to members of the team at all levels;
- Excellent communication skills with the ability to build positive relationships across all levels of the organisation;
- Proficient attention to detail to ensure accuracy;

- Ability to balance multiple priorities and deliver to strict timelines.