

# **Project Manager - Financial Reporting Quality Unit**

## **Post advertised: July 2017**

### **1. Background to IAASA**

The Irish Auditing and Accounting Supervisory Authority (IAASA) is the independent body in Ireland responsible for the:

- examination and enforcement of certain listed entities' periodic financial reporting;
- oversight of the Recognised Accountancy Bodies' functions in respect of statutory auditors and supervision of the regulatory functions of the Prescribed Accountancy Bodies;
- adoption of standards on auditing, professional ethics and internal quality control; and
- the inspection and promotion of improvements in the quality of auditing of Public Interest Entities.

IAASA is a state body established in 2006 and carries out its functions under the provisions of the Companies Act 2014. As such, its employees are public servants.

### **2. Post overview**

The primary function of IAASA's Financial Reporting Quality ('FRQ') Unit is to examine the compliance of certain entities' periodic financial reporting with relevant reporting frameworks, i.e. applicable accounting standards (in the main IFRS) and relevant legislation. The Unit is also responsible for liaising with other countries' financial reporting and enforcement bodies and fora, including the European Enforcer Coordination Sessions. Working as part of a small team of committed and highly motivated professionals, the successful candidate will have responsibility for a diverse range of projects and assignments relating to these functions.

### **3. Candidate profile**

The successful candidate will be a member of an Irish Recognised Accountancy Body with post qualification experience at a suitably senior level in areas of relevance to the role (e.g. audit, financial reporting or in an associated enforcement environment), and will possess extensive knowledge of financial reporting standards. In addition, the successful candidate will ideally:

- demonstrate a strong track record in the exercise of sound professional judgement;
- possess the capacity to operate effectively and credibly at senior levels within a professional environment;
- possess excellent communications and interpersonal skills; and
- be capable of demonstrating an appreciation of IAASA's objectives.

### **4. Indicative description of principal duties and responsibilities**

Reporting to the Head of FRQ, the Project Manager's principal responsibilities will include performing a range of duties associated with FRQ's functions as outlined above.

Such responsibilities include:

- i. planning and conducting examinations of the annual and half-yearly financial reports of entities within IAASA's remit to determine whether they have been prepared in accordance with the relevant financial reporting standards, primarily IFRS and Irish/UK GAAP;
- ii. preparing draft reports on individual examinations and developing proposals for appropriate courses of action in response to issues arising;
- iii. preparing correspondence to entity's directors on matters arising and analysing their subsequent responses;

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- iv. conducting thematic studies to research the accounting methodologies used by a range of entities;
- v. contributing to IAASA's responsibility to cooperate with other EU accounting enforcers, including preparing summaries of enforcement decisions for submission to the European Securities and Markets Authority and presenting at meetings;
- vi. contributing to IAASA's role as observer at the Corporate Reporting Council of the FRC and other research work related to IAASA's role in the cooperation in the development of Irish/UK GAAP;
- vii. contributing to IAASA's advocacy and advisory remits;
- viii. performing such administrative duties as are required to ensure the effective operation and administration of FRQ and IAASA; and
- ix. undertaking such other duties as are assigned from time to time.

### **5. Salary**

This is a permanent position and the salary on commencement for *new entrants*<sup>1</sup> to the public service is €62,698, rising annually following each year's satisfactory performance on the following scale:

€62,698; €64,563; €66,777; €68,684; €70,707; €72,725; €74,740; €77,138(Max);  
€79,841<sup>2</sup>; €82,538<sup>3</sup>.

Increments (other than long service increments), subject to satisfactory performance, may be awarded annually.

Alternative arrangements may apply to serving public servants. The rate of total remuneration may be adjusted from time to time in accordance with government pay policy as applying to public servants generally.

### **6. Other terms of employment**

- 6.1. *Superannuation*: The successful candidate will be a member of the Single Public Service Pension Scheme unless s/he was a public servant in the 26 weeks prior to being offered the contract. Scheme membership, contributions and benefits are in accordance with terms set down by the Minister for Public Expenditure & Reform, and are dependent on personal circumstances on recruitment.
- 6.2. *Location*: The role is based in Naas, but will entail engagement on a periodic basis with stakeholders based in Dublin and overseas. Travel and subsistence allowances are paid in accordance with rates applicable to civil servants.
- 6.3. *Annual Leave*: The annual leave allowance is as applicable to a civil service Professional Accountant Grade I, currently 27 days, rising to 30 days after 5 years service. This is in addition to statutory public holidays and Good Friday.
- 6.4. *Professional subscriptions and Continuing Professional Development ('CPD')*: IAASA reimburses the annual membership subscription to the incumbent's legal professional body, and all mandatory CPD. IAASA also supports participation in relevant training and professional development courses related to an employee's business activities including, but not limited to, mandatory CPD activities.

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<sup>1</sup> Persons who have not, on the date of appointment, been employed in the public service on a continuous basis since 1 January 2011.

<sup>2</sup> Long service increment 1: payable after three years' satisfactory service on the maximum

<sup>3</sup> Long service increment 2: payable after six years' satisfactory service on the maximum

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**7. Application procedure**

Persons interested in this role should send a curriculum vitae together with a brief covering letter setting out how they meet the above requirements, to:

**Fergal Ó Briain**  
**Head of Finance & Administration**  
**Willow House**  
**Millennium Park**  
**Naas, Co Kildare**  
**W91 C6KT**

**OR**

By e-mail to [recruitment@iaasa.ie](mailto:recruitment@iaasa.ie)

The deadline for the receipt of applications is **5:00pm on Monday, 28 August 2017**. Late applications will not be considered.

**8. Selection process**

The selection process includes the following elements:

- Dependent upon the number of applications received, IAASA may shortlist respondents. In the event that this is the case, short-listing will be based solely on the material submitted.
- Thereafter, applicants, or in the event of short-listing those respondents that have been shortlisted, shall be invited for interview.
- Successful candidates at this point may be invited for second interview if considered appropriate by the interview panel. Candidates invited for second interview may be requested to consider a case-study or make a presentation.

**9. Further information**

Persons interested in having a confidential discussion regarding this role should contact IAASA on (045) 983 600.

Further information on IAASA and its activities can be obtained at [www.iaasa.ie](http://www.iaasa.ie).

IAASA is committed to a policy of equal opportunities and welcomes applications from people with disabilities.