

**Finance Manager**

**£53,904 to £56,558 plus allowances**

**Final Salary Pension Scheme**

**Salary Sacrifice Schemes**

**Are you ready to join the Management Team at one of the UK’s most innovative housing associations?**

It’s been 17 years since we became a .com company, and we’ve gone from strength to strength ever since. With 91% of our tenants signed up to our portal and 70% of transactions completed digitally, we’re proud to be sector leaders in digital service delivery.

Although we’re a digital-first business, we still have a welcoming office in the beautiful market town of Haddington, East Lothian—home to a vibrant team of colleagues. That’s why we’re looking for someone who understands what successful digital service delivery looks like and knows how to lead and develop the people who make it happen.

**About The Role**

Reporting directly to our Director of Finance & Corporate Services, you’ll be a key member of our Management Team. You’ll oversee financial operations across the organisation, including our subsidiary maintenance company, R3. Your responsibilities will include:

* Preparing management accounts
* Leading budgeting and forecasting processes
* Ensuring financial compliance
* Providing financial insights to support high-level decision-making

**What You’ll Bring**

We’re looking for a professionally qualified accountant (CA, ACCA, CIMA or CIPFA), with

* Creativity and enthusiasm
* A collaborative leadership style
* A commitment to living the values of the Association.

**What We Offer**

As EVH Full Members, we offer an excellent package, including:

* 40 days annual leave
* Final Salary Pension Scheme
* Car and Mobile Phone Allowances
* Simply Health membership
* Salary Sacrifice Schemes (Pensions, EVs, Bicycles, Childcare)

All available from day one.

60% workplace attendance is normally expected each week with the option to work the remainder remotely.

Ready to take the next step in your finance career? To download a recruitment pack and apply please visit : https://www.elha.com/vacancies

For further details please email recruitment@elha.com or Tel: 01620 825032

CV’s will not be accepted.

**Closing date is Midday on Friday 15 August 2025**

**Interviews dates Monday 25 & Tuesday 26 August 2025.**

A basic disclosure check will be required to be undertaken by the successful candidate.

East Lothian Housing Association Group is committed to promoting an environment of respect, understanding, encouraging diversity and eliminating discrimination.



**Finance Manager**

**Summary of Terms & Conditions of Service**

**Basic Salary £53,904 to £56,558**

**(EVH Grade 9, Points SM1 to SM3)**

**Plus, allowances, Final Salary Pension Scheme and Salary Sacrifice Schemes**

**Car Allowance:** £1,708 per year or trebled Electric Vehicle Allowance of £5,124 per year

(for EV allowance you must supply and use your own EV, or lease an EV through our EV Salary Sacrifice Scheme)

**Pension:** SHAPSFinal Salary Pension Scheme

(Other options available including CARE and 10% Employer Defined Contributions)

**Holidays:** 40 days per year, including 15 days public holiday

 In addition, up to two flexitime leave days per month

**Fees:** One set of relevant professional fees paid annually

**Health:** Simply Health Cash Plan - covering benefits such as support with dental, optical, physiotherapy, osteopathy, chiropractic, acupuncture, health assessments and prescription costs, as well as a new child payment for new parents.

**Telephone:** £20 per month mobile telephone allowance payment

**Salary Sacrifice:** Available for Pension Contributions, Electric Vehicle Leasing, Bike Purchase and Childcare

**Other Benefits:** Enhanced Maternity, Paternity and Adoption Leave and Pay

Generous Occupational sick pay that increases with length of service

Discounted shopping vouchers for supermarkets, high street retailers, leisure and entertainment providers

**Hours of Work:** 35 hours per week, 5 days per week, flexitime

Core hours are 10.00am to 12.00 noon and 2.00pm to 4.00pm daily

60% workplace attendance normally expected each week with the option to work the remainder remotely

**Place of Work:** East Lothian Housing Association

 18-20 Market Street

 Haddington

 East Lothian

 EH41 3JL

 (Or any other location required to carry out your duties)

**Notice Period:** Three months

**Pay Day:** 28th of each month

All other terms and conditions of employment are as per EVH Conditions of Service.

**Useful links**

You can find out all about us on our website [www.elha.com](http://www.elha.com)

For example:

About our performance

[Performance 365 - East Lothian Housing Association](https://performance365.elha.com/)

Privacy Policy

[ELHA Privacy Policy - East Lothian Housing Association](https://www.elha.com/page/privacy-policy)

GDPR Fair Processing Notice – how we use your personal information

[How ELHA Use Your Personal Information - East Lothian Housing Association](https://www.elha.com/page/how-we-use-your-personal-information)

ELHA Landlord Performance & Other Public Information

[East Lothian Housing Association Ltd | Scottish Housing Regulator](https://www.housingregulator.gov.scot/landlord-performance/landlords/east-lothian-housing-association-ltd/#panel-1)