



Finance Manager

Saint Patrick's Cathedral, Dublin

Location: The Deanery, Upper Kevin Street, Dublin 8

Salary: Competitive, commensurate with experience

Contract: Full-time, Permanent

Work Model: Hybrid (minimum 3 days per week on-site)

Reports to: Chief Executive Officer (CEO)

Saint Patrick's Cathedral, Dublin is seeking a dynamic and experienced **Finance Manager** to lead the accounts department of one of Ireland's most iconic institutions — a major tourist attraction and the National Cathedral of the Church of Ireland, a leading charitable organisation. With a significant annual turnover, a team of 70 staff across five departments, and a strong focus on built heritage conservation, this is a unique opportunity to play a pivotal role in a culturally and spiritually significant organisation.

Key Responsibilities:

- Lead the finance function and oversee all accounting operations, including A/R, A/P, GL and cost accounting.
- Lead the preparation of monthly management accounts and annual financial statements.
- Collaborate closely with the CEO to develop and monitor organisational and departmental budgets and coordinate budgeting and forecasting processes.
- Ensure compliance with financial and charity regulations.
- Oversee internal controls and risk management.
- Liaise with external auditors, tax advisors, funders and key stakeholders as required.
- Support strategic decision-making with financial insights
- Recruit and manage a part-time Accounts Assistant.

Ideal Candidate:

- Minimum ACA/ACCA/CIMA qualified with 5+ years of post-qualification experience.
- Proven experience in a senior finance role.
- Strong budgeting, forecasting, and financial analysis skills.
- Experience in the tourism, or heritage sectors is an advantage.
- Excellent communication and interpersonal skills.

- Proficiency in financial systems.
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Benefits & Perks:

- Hybrid working model with flexibility and a supportive team culture.
 - Employer pension contributions of up to **10% of salary** over time.
 - Opportunities for professional development and training.
 - Work in a unique and inspiring environment at the heart of Ireland's heritage.
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To apply, please send your CV and a cover letter to humanresources@stpatrikscathedral.ie by 5.00pm Friday July 4th.