**FROM: PAUL McKINNEY Ref: I/C 53/22**

**DATE: 12 August 2022**

**TO: INTERCHANGE PARTNERS**

# Secondment Opportunity with

**the depatrment for infrastructure (DfI)**

**(Financial Planning and Management Branch)**

**DEPUTY PRINCIPAL Accountant**

1. I have attached an Interchange Hosting Proforma outlining the details of the above opportunity and ask that you consider bringing it to the attention of staff in your organisation who would be eligible to apply. It is also available on the Interchange Website.

Eligibility

1. The opportunity is aimed at individuals at middle management level who have the relevant skills and experience to undertake the duties outlined.

Salary

1. DfI will meet the salary costs and associated allowances of the role. The salary scale is £39,748-£42,639 per annum.

Duration

1. Secondment – 4 to 6 months with the possibility of an extension, subject to business need and agreement from all parties.
2. Location

The secondee will be based at Clarence Court, 10-18 Adelaide Street, Belfast. BT2 8GB, with working from home arrangements agreed and in place

Authorisation

1. All applications **must** be accompanied by authorisation from both your Line Manager **and** Interchange Manager, and confirmation that your parent organisation is willing to release you if successful.

How to apply (process for **non**-NI Civil Service organisations)

1. Interested staff should complete a candidate proforma, available at [www.interchangeni.org.uk](http://www.interchangeni.org.uk) and return it to the Interchange Secretariat by email at: [interchangesecretariat@finance-ni.gov.uk](mailto:interchangesecretariat@finance-ni.gov.uk) by **Noon on Friday 26 August 2022;** otherwise I will assume a nil return.

GDPR

1. Your information will be held and managed in accordance with the Data Protection Act/GDPR policies and procedures, including those relating to retention and disposal will be applied; the information will be used only for the purposes of this secondment, and will only be shared with any relevant third parties only with the explicit permission and assurance of NICSHR.

Further Information

1. For further information about the post please contact Kristina Palmer by email at: [Kristina.palmer@infrastructure-ni.gov.uk](mailto:Kristina.palmer@infrastructure-ni.gov.uk)