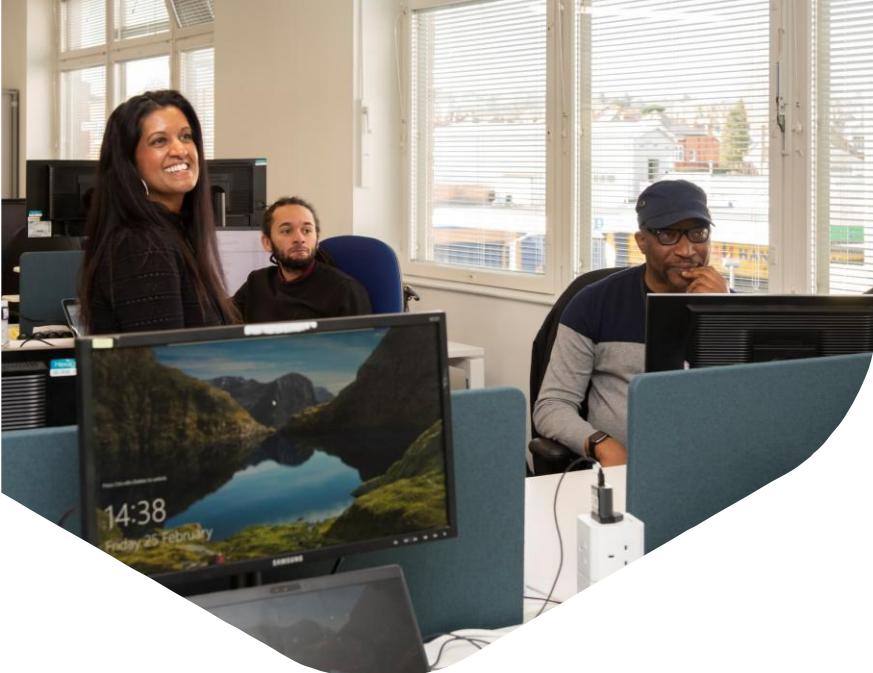




Head of Finance

Recruitment Pack

January 2026



Welcome to Hexagon

Dear Applicant,

I am very happy that you are considering this opportunity to join our Finance directorate as our new Head of Finance.

Hexagon is an ambitious organisation, keen to do all we can to meet the chronic housing shortages in our communities. We are proud of the 4,500 homes we provide across southeast London, but we know that the need is ever growing, and we are responding to that need by developing new homes for rent and shared ownership.

While growing our business is important, at Hexagon we understand that providing the best finance service to our customer-facing teams is at the heart of what we do, and we are serious about providing the best possible service we can. We also know that our services extend to our funders and the Regulator of Social Housing. We work in an ever-changing dynamic environment and understand the importance of ensuring our services meet the needs of our internal and external customers.

We want the information that we provide to be accurate, complete and timely. We also want to work closely with the rest of the organisation to provide help and assistance promptly but also to ensure we understand our business and the housing environment and stay ahead of the changing reporting requirements. This role will be leading the Finance Team to make sure that we can achieve the high standards we set for ourselves and is a critical post for Hexagon.

You will be joining the team at an exciting moment. We have completed our refinancing exercise, ensuring our capital investment programme can continue to deliver improvements to our existing homes, to make them safe and deliver new ones for those who cannot afford the market prices. We will also take steps to deliver net zero carbon in line with our sustainability programme. You will take the lead in ensuring the finance team and our systems and processes can meet the needs of our customers. In October 2025 S&P Global Ratings affirmed its long-term issuer credit rating on Hexagon 'BBB+' with the outlook being stable. S&P also affirmed our long-term issue rating on Hexagon's £250 million senior secured bond at 'BBB+'.

This is a great opportunity to bring your financial, operational and managerial skills as well as your passion and commitment for housing to Hexagon and be part of our journey to achieve our corporate goals, which we hope align with your personal ambitions. I hope that you will find the information in this pack informative and the role interesting and at the same time challenging, and I look forward to receiving your application.

Yours sincerely,

Ali-Jarar Shah
Finance & IT Director



Application Guidance

Thank you for your interest in working for Hexagon Housing Association.

If you require a copy of this document in an alternative format, please contact us on the details below.

With our commitment to great housing and support services, we believe it is important to recruit talented individuals who share our vision to be the provider of choice.

We know that attracting and keeping the best people is the most effective way to build a successful business, so we are committed to investing in you and your future, offering a competitive remuneration package, and providing extensive learning and development opportunities throughout your career.

This pack gives background information on Hexagon and the role you are applying for. Please make sure your application reaches us by Sunday 8th February 2026.

You will be contacted within ten working days of the closing date to advise whether you have been shortlisted for interview.

Applicants must fully complete our online application form and attach CVs (as a word document please).

Good luck!

Hexagon Human Resources

Tel: 0208 768 7941

Email: recruitment@hexagon.org.uk

Web: www.hexagon.org.uk/careers

About Us

Hexagon Housing Association owns and manages approximately 4500 homes in south-east London and Kent. Most of our stock is general needs housing but our portfolio of shared ownership and leasehold housing is growing. We also have over 300 homes in Supported Housing schemes, about two thirds of which we manage ourselves and one third is managed by Supported Housing agencies. Co-operative managing agents manage about 300 of our general needs rented homes.

Our partner boroughs are Southwark, Lewisham, Greenwich, Bexley, and Croydon, with a small number of homes in Bromley and Kent. We are building new homes for rent and shared ownership, in Southwark, Croydon, and Lewisham. We are expanding our shared ownership and leasehold portfolio is expanding. We have slowed the pace of development to manage the economic headwinds but we plan to continue to grow in the future.

Our homes include all types ranging from modern purpose-built blocks of flats, through to Victorian houses and flat conversions. We generally manage small estates/blocks, our largest comprising 100 flats.

As an organisation, we are concerned with people, their homes, and communities. We make good quality, affordable housing, and services available to people in South London. We support residents into work and help them to sustain their tenancies.

Hexagon is a not-for-profit organisation and is regulated by the Regulator of Social Housing (RSH), the Building Safety Regulator and the Financial Conduct Authority.

Hexagon currently employs 120 staff. We recognise the importance of making Hexagon a great place to work and are committed to continuously improving staff engagement. We are an certified Great Place to Work with IIP Gold. All staff are based at our office in Sydenham SE26 and although the office will be your place of work, our expectation is that office and home working is blended to ensure that it works for both staff and the organisation.

Our values are designed to enable us to: -

Put our **Customers** at the heart of what we do

Appreciate difference

Be Responsible (and accountable)

Empower our people



Executive Team



Sheron Carter – Chief Executive

Sheron joined Hexagon in June 2022. Sheron is an experienced executive with a strong track record spanning 40 years in social housing and the charity sector. Sheron previously led three housing associations as Chief Executive and a charity as its Managing Director. Sheron's leadership roles have given her a good grasp of social housing operations, customer service, resident engagement, diversity and inclusion, governance, regulation, corporate strategy, business planning, and strategic partnerships.



Andy Vincent – Operations Director

Andy joined Hexagon in October 2023 from Runnymede Borough Council where he was Corporate Head of Housing, he achieved significant service improvements.

He has held several senior Housing roles in the South of England.

Andy is responsible for providing excellent leadership of Neighbourhood Services, Customer Services, Property Services and ensuring compliance with regulatory and statutory standards.



Ali-Jarar Shah – Finance & IT Director

Ali joined Hexagon in January 2024. Ali is a qualified accountant with significant financial experience in the social housing sector. He has held roles with Catalyst Housing, Buckinghamshire Housing Associations and was most recently the Director of Finance at Teachers' Housing Association where he was responsible for a range of disciplines including finance, IT and human resources. Ali currently sits as Chair of the Audit and Risk Committee at Innisfree Housing Association.

Ali formerly worked in the auditing field including a stint with one of the big four accountancy firms. He also worked with the Regulator where he led the process for designing and implementing the new financial viability assessment that is used to evaluate the financial viability of all registered providers within the sector.



Jennifer Currier – Interim Development Lead

Jennifer joined Hexagon in November 2024 from Qualis Commercial where she was Head of Development.

Jennifer has extensive housing development experience having worked in local authorities and housing associations.

Jennifer is responsible for providing excellent leadership to the Development and Sales Teams, ensuring all on site projects are delivered on time and within budget.

Job Description

Job title: Head of Finance

Responsible to: Finance & IT Director

Responsible for: Rent & Service Charge Manager, Senior Accountant x 2 and Team Leader

JOB PURPOSE

To lead the Finance Team to provide an excellent finance, treasury, and business planning services to Hexagon's customers. Ensure statutory and regulatory compliance. Lead the continuing improvement of finance systems and processes to minimise financial risk. Develop and enhance reporting information and analysis to all stakeholders, including drafting and presenting reports to the Board and Committees.

PRINCIPAL ACCOUNTABILITIES

Operational

1. Ensure that all direct reports are supported and managed to provide an efficient, effective, and professional service to Hexagon's internal and external customers. Take ownership and responsibility of all service-related complaints and queries from customers, ensuring customer experience is always positive.
2. Manage our group structure and intercompany agreements to minimise our tax liabilities and make efficient use of our assets.
3. Ensure accurate and timely production of the annual budgets for the Group that meet or exceed our Golden Rules.
4. Ensure accuracy of Hexagon's BACS and DD payments.
5. Ensure Hexagon's Standing Orders, Financial Regulations and financial policies and procedures are always up-to-date and complied with, ensuring monthly verification of financial controls.

6. Lead the finance team and oversee the production of timely and accurate financial reports to internal and external stakeholders.
7. Lead in insurance service renewals and claims for Hexagon.
8. Provide financial training to staff in Hexagon to enable them to carry out their duties and responsibilities.
9. Manage all external contacts in line with Hexagon's quality standards and operational policies.

Strategic

10. Prepare and update Hexagon's long-term financial model to deliver the corporate strategy and carry out detailed scenario analysis to comply with regulatory standards. Present the business plan to the Directors Group and report on the scenario analysis identifying the key financial risk areas for Hexagon and the mitigations to safeguard financial performance.
11. Implement and deliver Hexagon's treasury strategy and ensure treasury policies are always updated and adhered to, to safeguard Hexagon's financial assets.
12. Assist the Finance & IT Director in setting Hexagon's Treasury strategy and in securing new finance. Advise on the timing of the long-term refinancing.
13. Identify, evaluate, and deliver business opportunities in accordance with our corporate plan.
14. Stay informed of new initiatives, policies, or legislation to help the business with developing new strategies and practices.

Governance

15. Ensure accurate and timely production of the annual statutory accounts for the Group.
16. Lead in preparing the quarterly and annual regulatory returns to the Housing Regulator and submitting financial and statutory returns to the Financial Conduct Authority, HMRC and the Pensions Regulator in a timely manner.
17. Lead in co-ordination of all aspects of internal and external audit.

18. Be a key part of leading a culture of risk assessment, management, and control throughout at a strategic and operational level. Prepare and update the monthly risk assessments and updates to the Finance and Corporate Risk Register with the Finance & IT Director.

19. Ensure the integrity of Hexagon's financial systems.

General

1. Act always in accordance with Hexagon's published policies and procedures.
2. Maintain high standards of probity and confidentiality.
3. Take responsibility for self-development, attending training, supervision, appraisals, team meetings and staff conferences as required.
4. Carry out all other duties as may be reasonably be assigned.

Notes

1. All tasks within this job description may be carried out on behalf of Hexagon Housing Association, its subsidiaries, and any associated organisations.
2. This Job Description does not form part of the post holder's contract. This job description may be periodically reviewed to take account of changing demands. The post holder will be consulted before amendments to this job description are made.

Person Specification – Head of Finance

Skills Required	Level
Qualifications	Essential CCAB or equivalent professional qualification Evidence of continuing professional development in relation to leadership and management skills and improving outcomes for customers
Knowledge and Work Experience	Essential Extensive experience of long-term financial (business) modelling including sensitivity and multi scenario analysis Extensive experience of treasury management, raising debt and refinancing Meeting regulatory, statutory and lender requirements including preparation and submission of returns Substantial staff management and leadership experience with a proven track record of coaching, developing and leading by example Delivering organisation-strategy, objectives and projects Delivering continuous improvement and efficiencies Demonstrable experience of working to tight deadlines Proven experience of leading teams through change and delivering sustained improvements
Skills and Abilities	Desirable Corporation tax and VAT computations and returns Housing sector or charity sector experience

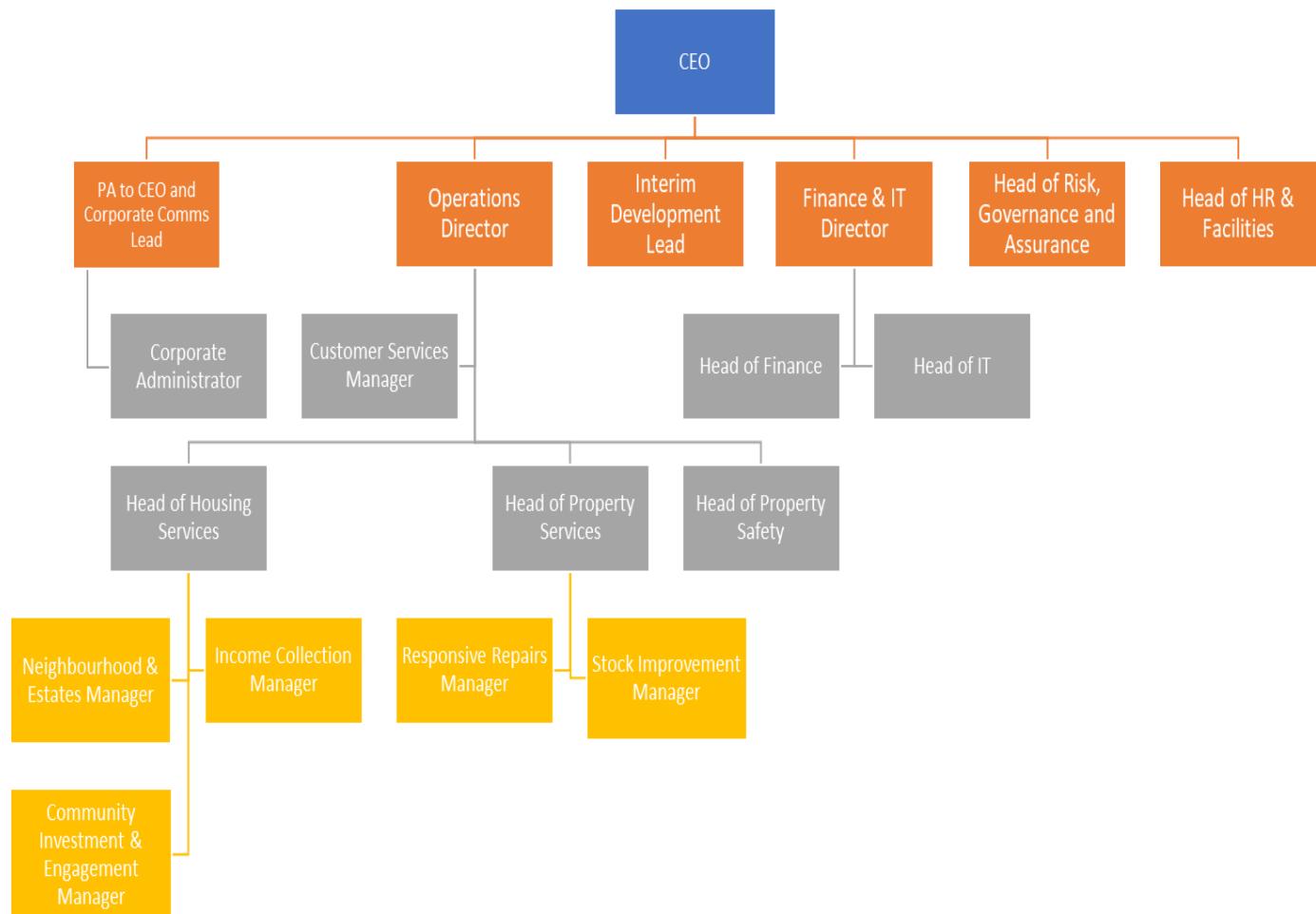
	<p>Attention to detail</p> <p>Demonstrable high level of professionalism, working with minimal supervision to complete tasks accurately and to agreed deadlines</p>
Personal Attributes	<p>Essential</p> <p>Positive “can do” attitude with a commitment to providing excellent customer service</p> <p>A clear commitment to inclusion and diversity in both employment and service provision</p> <p>Able to work flexibly, attending meetings in the evenings and at weekends from time to time</p>

You will only be short-listed from the details written on the application form if you meet all of the criteria ranked as Essential.

Our CARE Behaviours

VALUES	Customers at the heart	Appreciating difference	Responsible & accountable	Empowering people
All staff	<ul style="list-style-type: none"> Be polite Keep your promises Communicate updates regularly Listen and show empathy Be solution focused with a 'can do' attitude Ask and act on feedback from customers 	<ul style="list-style-type: none"> Seek to understand difference Treat people as individuals Be self-aware of own bias Be non-judgemental Be respectful 	<ul style="list-style-type: none"> Don't blame, just explain Don't pass the buck Acknowledge and follow up emails/queries within agreed times Keep calendar presence up to date Respect others' time 	<ul style="list-style-type: none"> Share skills and good practice Collaborate and work as a team Attend job/person centered training Be trusting and trustworthy Be constructive Ask for what you need to do your job
Managers	<ul style="list-style-type: none"> Embed the CATH principles Take ownership for customer experience Learn from customer feedback Listen and take action 	<ul style="list-style-type: none"> Be aware of individual staff traits Respect different ways of working Be flexible in setting objectives Be fair and equitable to all team members 	<ul style="list-style-type: none"> Listen to staff and explain when making changes Set intelligent SMART objectives Recognise achievements Be consistent Be results focused Put policies/procedures in place and make sure they are followed 	<ul style="list-style-type: none"> Promote ongoing learning for team members Set clear priorities and expectations Be supportive and flexible Step in with support when resolution is needed
Directors	<ul style="list-style-type: none"> Consider the impact of decisions on customers Be seen to be listening Be close to the 'frontline' Be strategic, seeing the bigger picture Guide change 	<ul style="list-style-type: none"> Be a champion and voice of diversity Be accessible and approachable Be fair in conflict resolution Set a positive performance management framework that recognises difference 	<ul style="list-style-type: none"> Set realistic but stretching objectives Be visible and interact with staff/residents Be honest and transparent Be open to constructive feedback 	<ul style="list-style-type: none"> Set clear direction and delegate Lead by example Get to know and value your people Provide recognition

Organisation Chart – Leadership Team



Key terms and conditions

(For information purposes only)

Working for Hexagon

We pride ourselves on providing a working environment which allows people to enjoy what they do, develop their skills and fulfil their potential. We are accredited by Investors in People with Gold status, demonstrating our commitment to the development of our staff. We offer excellent conditions of employment, and training programmes.

1. Position

Head of Finance

2. Remuneration

Salary £89,076

3. Our generous range of benefits includes:

Core Benefits

- SHPS Defined Contribution Pension scheme with 3 x life assurance.
- Private Medical Insurance
- Excellent Employee Assistance Programme (EAP)

Work life balance

- Hybrid Working/TOIL.
- Generous Maternity, paternity & shared parental leave.
- Adoption Leave.
- Paid Carers Leave.

Other Benefits

- Salary Sacrifice – Gym Membership Scheme.
- Salary Sacrifice – Electric Car Leasing Scheme.
- Salary Sacrifice – Computer Scheme
- Season Ticket Loan
- Cycle 2 Work Scheme

Rewarding our staff

- A comprehensive corporate training and development plan.
- Fully comprehensive induction and training for all employees.
- Staff Excellence Awards.
- Social Events.

4. Annual Leave

26 days plus 8 public holidays increasing by 1 day per annum up to 31 days.

5. Location

Your normal place of work will be our head office at 130-136 Sydenham Road Sydenham, London SE26 5JY. Arrangements for Hybrid Working (office/home) will be discussed with the successful candidate. Minimum expected office attendance is 2 days per week.

6. Working hours

Full time – 35 hours per week



A workspace at our Sydenham Road Office.

The Advertisement

Head of Finance

£89,076

South East London | Hybrid

Hexagon is an innovative and responsive housing association working in partnership with a range of local authorities to meet housing needs across Southeast London. With a turnover of £40m and 120 staff, Hexagon is continually improving the quality and range of our affordable homes and services.

As an organisation we are concerned with people, their homes, and communities. We make good quality, affordable housing, and services available to people in the local areas we serve, and work to extend opportunities and improve the neighbourhoods they live in.

Reporting to the Finance & IT Director, the Head of Finance is a key member of our Finance & IT Directorate and Leadership Team. You will lead the Finance Team in providing excellent finance, treasury, and business planning services to support the wider organisation. You will also line manage the Rent & Service Charge Manager. You will bring experience of ensuring statutory and regulatory compliance, leading the continuing improvement of finance systems and processes and business modelling to minimise financial risk. You will also have a strong track record of developing and delivering financial reporting information and analysis to a range of stakeholders.

This role presents a brilliant opportunity to further your career with a dynamic company that values its staff and provides a work environment that is built on flexibility, empowerment, and a commitment to support you to be the best that you possibly can. If you have CCAB or equivalent, are driven by great customer service, want to work with a fantastic team, and feel proud of the contribution that you make each day, then we very much want to hear from you.

You will be joining a Great Place to Work accredited organisation with IIP Gold. We will offer you training and supervision to help you achieve your full potential, with an excellent package including private medical insurance, pension scheme with 3 x salary life assurance, flexible hybrid working – 2 days per week office based, and 26 days annual leave rising one day per year to 31 days.

If you think you have the skills to do all this and more, we want to hear from you.
For further details about the role please visit our website www.hexagon.org.uk/careers

Closing Date for applications Sunday 8th February 2026

Interviews will be held on Thursday 19th February 2026

We are committed to building a diverse workforce and making Hexagon an inclusive place to work where everyone can be themselves and feel valued for their contribution.

Accessibility and Adjustments

We are committed to providing reasonable adjustments throughout the recruitment process to ensure inclusivity. If you have any specific requirements, please contact recruitment@hexagon.org.uk

Key dates and the selection process

Closing date:	Sunday 8th February 2026
Short listing:	Thursday 12th February 2026
Interviews:	Face to face interviews to be held at our offices in Sydenham SE26 on Thursday 19th February 2026 The Interview Panel will comprise Chief Executive, Finance & IT Director and Head of HR & Facilities.