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Senior Officer - DDaT Financial Performance

National Crime Agency

Apply before 11:55 pm on Sunday 22nd February 2026



Reference number

445862

Salary

£45,326

Allowances are reviewed annually and may be increased, decreased or removed.

All salary offers will be made in line with Remuneration Policy.

Roles based in London will receive an additional London Weighting (Per Annum) of £4218

A Civil Service Pension with an employer contribution of 28.97%

Job grade

Higher Executive Officer
Sergeant, NCA Grade 4

Contract type

Permanent

Business area

NCA - DDaT - Enterprise Services

Type of role

Accountancy
Administration / Corporate Support
Analytical
Architecture and Data
Business Management and Improvement
Commercial
Communications / Marketing
Corporate Finance
Digital
Education and Training
Finance
Information Technology

Working pattern

Flexible working, Full-time, Homeworking, Job share, Part-time

Number of jobs available

1

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Location

Belfast, Bristol, Birmingham, London, Warrington, Leicester, Normanton

For roles based in London, your contractual place of work will be Stratford. While the Stratford site is expected to become operational from November 2025 – March 2026, you will be required to carry out your contractual duties from Vauxhall or another reasonable location on a temporary basis during the interim period.

Please note that, as Stratford will be your contractual place of work, any subsequent move from a temporary location will not entitle you to payments for travel time or costs under the Relocation and Excess Travel Policy.

About the job

Job summary

Information about the Command

Digital, Data & Technology (DDaT), supports NCA operational commands with how we exploit data and to ensure the NCA uses the best technology platforms with the right tools and applications to further enable the NCA to protect the public from serious and organised crime. We are responsible for defining and delivering our data and technology strategy, policy and architecture, and building and sustaining resilient services which are critical to our mission success.

The pace of change within the digital and tech world means we need to be agile and innovative in how we respond to threats while exploiting the opportunities this presents.

Information about the Business Area

Sets the NCA's data and technology strategy, aligned with corporate strategy and broader UK Government technology strategy. Setting and governing the NCA's approach to selecting and implementing technology through the Technical Design Authority and its sub-board, the Architecture Assurance Board. The CTO team will research and recommend new systems and technologies as required, as well as helping guide strategic business decisions and develop long-term strategies.

Job description

The Service Performance team within DDaT seeks to deliver performance improvement through managing budgets, contracts and key stakeholder partnerships where we deliver or receive services and capabilities for other Government Bodies. This role requires someone with the ability to manage relationships with key stakeholders, be able to understand complex data and manage it within the parameter of IT budgets, governance and agreements with key partners.

This role sits within the [Delivery manager - Government Digital and Data Profession Capability Framework](#)

This senior officer role will support DDaT's stakeholder and budget management with key government partners on a range of IT capabilities, some provided to NCA by partners and others delivered on behalf of other government partners. This will include support to the Tracer team which delivers innovation services on behalf of NCA the Home Office Digital Communications Capabilities Partnership (which is turn part of Homeland Security Group). The other aspect of this role will be managing performance as a result of Change programmes. This will include looking at the impact of change and working with key programmes delivering new IT capabilities, to support the funding requirements to manage these new IT capacities as 'Run Services'.

Duties and Responsibilities:

Finance management:

Maintaining complex Excel models, ensuring compliance with budget governance.

Managing transaction approval / processing, budget management, forecasting and reporting.

Management and oversight of the project budget, supporting and working with the project leads.

Working closely with the contract management team to provide financial performance data.

Support driving DDAT financial efficiencies both with key stakeholders and commercial suppliers.

Planning and Forecasting:

Support annual business planning and setting targets to meet key team and Agency objectives.

Understand requirements of IT services/change activity to ensure continuity of service and inform financial planning/development of the annual budget requirements.

Stakeholder engagement:

Regular engagement and partnering with key stakeholders (within and outside NCA) and ensure activity is aligned to NCA governance / controls.

Engaging with suppliers and stakeholders across the agency to introduce change and implement improvements across the performance team.

Representing the NCA at key internal and external partner meetings.

Person specification

Communicating between the technical and non-technical:

Conveys technical and non-technical information clearly and effectively through written and verbal communication.

Financial management:

Manages complex Excel models, has strong numeracy and financial management skills.

Team dynamics and collaboration:

Works effectively with others to focus on and achieve joint outcomes, rather than individual goals.

Making a process work:

Ensures activity is aligned to NCA budgets and governance to achieve successful outcomes.

Planning:

Effective financial forecasting and reporting to drives efficiencies, supporting annual business planning.

Behaviours

We'll assess you against these behaviours during the selection process:

Communicating and Influencing

Working Together

Technical skills

We'll assess you against these technical skills during the selection process:

Provide great customer service through clear communication with the ability to present complex information in a simple and easy manner. (Lead Criteria)

Understanding and experience of budgeting and/or large volume complex data analysis.

Benefits

Alongside your salary of £45,326, National Crime Agency contributes £13,130 towards you being a member of the Civil Service Defined Benefit Pension scheme. [Find out what benefits a Civil Service Pension provides.](#)

All NCA employees are members of the UK Civil Service and eligible for the Civil Service pension scheme, alongside your salary the NCA contributes £13,130. Further information on the benefits of the scheme is available on the [Civil Service Pension Website](#).

New entrants to the NCA receive 26 days annual leave, rising to 31 on completion of 5 years continuous service, plus 8 bank holidays.

If qualifying criteria is met new joiners from UK Police Forces or the UK Intelligence Community (UKIC) will have service with those employers taken into account for continuous service purposes for annual leave entitlement only, this will be up to a maximum of 31 days leave (including 1 privilege day).

Other benefits include:

Flexible working, including flexi-time, compressed hours and job sharing (in line with business requirements)

Family friendly policies, notably above the statutory minimum

Learning and Development opportunities

Interest free loans and advances, including season tickets, childcare and rental deposits

Housing schemes - Key Worker status

Discounts and Savings with a wide variety of services including Cycle to Work, Smart Tech schemes, dental insurance, gym discounts and savings on everyday spending, available through the Reward Gateway , Edenred and Blue Light Card schemes.

Staff support groups/networks

Sports and social activities, including membership to the Civil Service Sports Council (CSSC)

Further information is available on the [NCA Website](#).

Things you need to know

Artificial intelligence

Artificial intelligence can be a useful tool to support your application, however, all examples and statements provided must be truthful, factually accurate and taken directly from your own experience. Where plagiarism has been identified (presenting the ideas and experiences of others, or generated by artificial intelligence, as your own) applications may be withdrawn and internal candidates may be subject to disciplinary action. Please see our [candidate guidance \(opens in a new window\)](#) for more information on appropriate and inappropriate use.

Selection process details

This vacancy is using [Success Profiles \(opens in a new window\)](#), and will assess your Behaviours, Experience and Technical skills.

Artificial Intelligence can be a useful tool to support your application, however, all examples and statements provided must be truthful, factually accurate and taken directly from your own experience. Where plagiarism has been identified (presenting the ideas and experiences of others, or generated by artificial intelligence, as your own) applications may be withdrawn and internal candidates may be subject to disciplinary action. Please see our [candidate guidance](#) for more information on appropriate and inappropriate use.

How we will assess you

Your application will be assessed against the following:

Technical - this will be assessed by 250 word examples on:

Provide great customer service through clear communication with the ability to present complex information in a simple and easy manner. (Lead Criteria)

Understanding and experience of budgeting and/or large volume complex data analysis.

Experience - This will be assessed:

Experience Criteria - will be assessed by 250 word examples on:

Experience of working to tight timelines with the ability to prioritise and organise work.

Good understanding of Policy Frameworks, management structures and reporting procedures.

A panel will assess how well your application demonstrates the requirements outlined above.

Longlist

In the event of a high number of applications, we may operate a longlist. Applicants will need to meet the minimum pass mark for the lead criteria.

- Provide great customer service through clear communication with the ability to present complex information in a simple and easy manner. (Lead Criteria).

Candidates who do not meet the minimum pass mark for the lead criteria will not progress to having their other criteria assessed. Applications must meet the minimum criteria to be progressed to the assessment stage.

You will receive an acknowledgement once your application is submitted.

We aim to have sift completed and scores released within 10 working days of the closing date of the advert. For high volume campaigns this timeframe may be extended.

Scores will be provided but further feedback will not be available at this stage.

For guidance on the application process, visit:

[NCA Applying and Onboarding](#)

Assessment 1

The format of this assessment will be Interview which will be tested on the criteria listed in the **Success Profiles at Assessment** section.

Success Profiles at Assessment

Behaviours

Working Together

Communicating and Influencing

Technical

Provide great customer service through clear communication with the ability to present complex information in a simple and easy manner. (Lead Criteria)

Understanding and experience of budgeting and/or large volume complex data analysis.

Experience

Experience of working to tight timelines with the ability to prioritise and organise work.

Assessment Outcome

Outcomes will be communicated via the NCA recruitment portal. If successful but no role is immediately available, you may be placed on a reserve list for 12 months. Reserve lists can be used to fill similar role types across the Agency where the assessment criteria is considered a match by the recruitment team and the business area.

In the event of a tie at the assessment stage, available roles will be offered in merit order using the following order:

1. Lead criteria (behaviours/technical/experience)
2. If still tied, desirable criteria will be assessed (if advertised)
3. If still tied, application sift scores will be used

Feedback is provided only to those who attend an assessment. You will be subject to vetting and pre-employment checks before appointment. Once the vacancy closes, the advert will no longer be accessible. Please save a copy for your records.

We encourage all candidates to visit the [NCA Careers Page](#) for more information.

Desirable Criteria

Desirable criteria are only used for assessment in the event of a tie break. Experience of Home Office and National Government IT capabilities advantageous

Vetting requirements - SC Enhanced

Prior to commencing the role, you will need to successfully complete SC Enhanced clearance.

The requirement for SC clearance is to have been present in the UK for at least 3 of the last 5 years.

Failure to meet the residency requirements will result in your security clearance application being rejected.

For further information on National Security Vetting checks please visit the following page [Demystifying Vetting](#)

Individuals will be required to undertake and pass a substance misuse test as part of pre-employment checks.

Occupational Health

Successful candidates will be expected to undertake an occupational health assessment. Depending on the role an in-person medical may be required in either London or Warrington. Unfortunately, travel costs will not be reimbursed.

Things you need to know

Multi Location

Where multiple locations are advertised, appointments will be made in merit order per location.

Indicate your preferences clearly; you may be posted to any preferred location. If you decline a post at a location you selected, another offer may not be made.

Only advertised locations are available, any notes added to the application will not be considered.

Near Miss

If you meet the criteria for a lower grade, you may be offered that role if not appointable at the advertised grade.

Conversely, if found appointable at a higher grade but no posts are available, you may be offered a lower-grade role.

All offers are made based on merit.

Hybrid Working

The NCA supports hybrid working. The extent of remote working will depend on the role and can be discussed at the offer stage.

Reasonable Adjustments

We're proud to be a Disability Confident Leader and an inclusive, equal opportunities employer.

We're committed to creating a workplace where everyone can be their authentic self. If you're neurodiverse, have a disability, or live with a long-term health condition, we encourage you to let us know about any reasonable adjustments you may need during the recruitment process.

If you experience accessibility issues with the advert or require reasonable adjustments, please contact our Recruitment Team at Central.Recruitment@nca.gov.uk before the advert closing date.

Please ensure you complete the 'Equal opportunities' and 'Reasonable Adjustments' sections in the application form to inform us on what support you may need in the recruitment process.

For more on our Disability Confident commitment, visit [Disability Confident Scheme, Civil Service Careers](#).

Visit [NCA Benefits and Support](#) for more details.

Inclusion

The Civil Service is committed to attract, retain and invest in talent wherever it is found. To learn more please see the [Civil Service People Plan](#) and the Civil Service [Diversity and Inclusion Strategy](#)

In order to monitor the effectiveness of the National Crime Agency's Diversity & Inclusion strategy, we require certain personal details about you on submission of your application for statistical and monitoring purposes only. Please note that this will be treated in confidence and will not impact your application.

This vacancy is part of the [Great Place to Work for Veterans](#) initiative.

Working for the NCA

The National Crime Agency is a 24/7 organisation, and working patterns must support business requirements. Some roles may require you to respond at short notice or outside of core hours.

If preferable, alternative contract types may be available. Please review the green bar of this advert to view all available contract types for this role. Where Loan or Secondment options are available, these would be for existing Civil Servants (Loan) and applicants from accredited Non-Departmental Public Bodies (NDPBs) or any other employer (Secondment). Prior agreement to be released on a loan basis must be obtained before commencing the application process. In the case of Civil Servants, the terms of the loan will be agreed between the home and host department and the Civil Servant. This includes grade on return.

If you have any specific queries about the role that are not covered by the advert, please contact:

Name : Central Recruitment Team
Email : Central.Recruitment@nca.gov.uk

Feedback will only be provided if you attend an interview or assessment.

Security

Successful candidates must undergo a criminal record check.

Successful candidates must meet the security requirements before they can be appointed. The level of security needed is [security check \(opens in a new window\)](#).

[See our vetting charter \(opens in a new window\)](#).

People working with government assets must complete [baseline personnel security standard \(opens in new window\)](#) checks.

Medical

Successful candidates will be expected to have a medical.

Nationality requirements

This job is broadly open to the following groups:

UK nationals

nationals of the Republic of Ireland

nationals of Commonwealth countries who have the right to work in the UK

nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities with settled or pre-settled status under the [European Union Settlement Scheme \(EUSS\) \(opens in a new window\)](#)

nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities who have made a valid application for settled or pre-settled status under the European Union Settlement Scheme (EUSS)

individuals with limited leave to remain or indefinite leave to remain who were eligible to apply for EUSS on or before 31 December 2020

Turkish nationals, and certain family members of Turkish nationals, who have accrued the right to work in the Civil Service

[Further information on nationality requirements \(opens in a new window\)](#)

Working for the Civil Service

The [Civil Service Code \(opens in a new window\)](#) sets out the standards of behaviour expected of civil servants.

We recruit by merit on the basis of fair and open competition, as outlined in

the Civil Service Commission's [recruitment principles](#) (opens in a new window).

The Civil Service embraces diversity and promotes equal opportunities. As such, we run a Disability Confident Scheme (DCS) for candidates with disabilities who meet the minimum selection criteria.

The Civil Service also offers a Redeployment Interview Scheme to civil servants who are at risk of redundancy, and who meet the minimum requirements for the advertised vacancy.

Diversity and Inclusion

The Civil Service is committed to attract, retain and invest in talent wherever it is found. To learn more please see the [Civil Service People Plan](#) (opens in a new window) and the [Civil Service Diversity and Inclusion Strategy](#) (opens in a new window).

Apply and further information

This vacancy is part of the [Great Place to Work for Veterans](#) (opens in a new window) initiative.

Once this job has closed, the job advert will no longer be available. You may want to save a copy for your records.

Contact point for applicants

Job contact :

Name : central.recruitment@nca.gov.uk

Email : central.recruitment@nca.gov.uk

Recruitment team

Email : central.recruitment@nca.gov.uk

Further information

If you believe your application has not been treated fairly, email: Central.Recruitment@nca.gov.uk (quoting the vacancy reference). If unresolved, you may escalate your complaint to the Civil Service

Commission.

