

Finance Assistant

1-year fixed term

Hours: 37 hours per week

Salary: £25,265 per annum

Place of Work: Showroom Work Station, 15 Paternoster Row, Sheffield

We are looking for a temporary Finance Assistant to work flexibly as part of a small but very busy finance team. The successful applicant will also need to have a positive and proactive attitude to work, with a questioning nature, to ensure all tasks are carried out accurately and on a timely basis. Please see the job profile for the full personnel specification.

All staff receive a variety of benefits, including complimentary cinema tickets and discounted food.

Showroom Work Station is an independent cinema located in a converted 1930's art deco building. The venue is home to a four-screen cinema, creative industries business centre, event space, and café bar, in the heart of Sheffield city centre.

For more information and to download an application pack please visit our website: [Join the Team at Showroom Cinema | Showroom Cinema](#) or email our reception team on reception@showroomworkstation.org.uk. You can also call **0114 279 6511** and ask for a job pack to be sent to you.

Please email your completed application and equal opportunities monitoring form to richard.rawson@srws.org.uk or deliver by post / in person in an envelope addressed to: Recruitment, Showroom/Work Station, 15 Paternoster Row, Sheffield S1 2BX.

Showroom Work Station is an equal opportunities employer. We particularly welcome applications from people from Black, Asian, and minority ethnic backgrounds.

Closing date: Monday 9th November 2026 at 12 noon

Interviews: during the week commencing 16th November 2026