

Selection Criteria

ESSENTIAL

1. A minimum 3 – 5 years in financial management or mid-to-senior accounting roles.
2. Possession of Bachelor Degree or higher qualifications in accounting.
3. Evidence of high level verbal and written communication and interpersonal skills with ability to communicate and liaise effectively across all organisational levels.
4. General management experience (in addition to Financial Management) and/or experience in developing and improving business systems, policies and procedures.
5. Proven ability to supervise staff and experience in assisting staff to increase their knowledge and use of financial and accounting information, systems and practices.
6. Proven ability to manage multiple tasks, competing demands and tight deadlines
7. Intermediate to high level ability with Microsoft Office products, especially Microsoft Excel.
8. Experience in not for profit sector particularly surrounding funding requirements and reporting

DESIRABLE

9. Working knowledge of NRM processes and funding arrangements
10. Experience in Human Resources Management