



FINANCE OFFICER – VRN 11/19

This position is based at picturesque Richmond, situated 500km west of Townsville on the banks of the Flinders River. The Shire of Richmond is approximately 26,000 square kilometres in the heart of Queensland. Richmond is a hive of activity during tourist season (April to October), and there are numerous weekend activities from sporting meets to dance balls to dinosaur fossil digs. A large recreational lake is used for water sports while the numerous park areas provide cool grassy spots to rest awhile. The surrounding region has all the beauty and dramatic landscapes of the outback.

The Position:

Richmond Shire Council is seeking the services of a Finance Officer to provide high quality financial services to the organisation, to support & assist the Manager of Finance & Administration and other Senior Staff.

Council will offer a base wage of \$48,993.00 per annum plus an over award payment of 32.5% bringing it to \$64,915.72 plus applicable allowances. After the successful completion of the probationary period, Council's 6% performance bonus will also apply. This is in accordance with the *Richmond Shire Council - Certified Agreement 2012-2013*.

The Person:

The successful applicant will meet the following criteria:

- Desirable to have a Bachelor of Business (Accounting), Diploma of Financial Services, Diploma of Government (Financial Services) or Bachelor of Business (Accounting) or similar
- Demonstrated comprehensive knowledge of accounting and financial management principles, including knowledge of, or the ability to rapidly acquire knowledge of, State financial and purchasing legislative requirements such as the *Local Government Act 2009* (Qld) and associated Regulations, and Australian Accounting Standards.
- Previous experience in Local Government (desirable but not essential);
- Demonstrated ability to produce and present quality data and information, including reports, financial spreadsheets and funding acquittals.
- Demonstrated ability to research, analyse and strategise, and to generate and successfully implement innovative and creative solutions with a focus on compliance and efficiency, preferably in a local government environment.

Further Information:

The specific application documentation and Position Description for this vacancy can be found on Council's employment webpage at www.richmond.qld.gov.au.

For further information on these positions or information about Richmond please contact Michelle Anstis on telephone (07) 4719 3377 or email jobs@richmond.qld.gov.au or visit Council's website www.richmond.qld.gov.au.

Closing Date:

The closing date for applications is: **5pm, Monday 14 January, 2019.**

Please send your application form along with your resume to:

Peter Bennett

Chief Executive Officer

Richmond Shire Council

PO Box 18, Richmond Q 4822

Or Email: jobs@richmond.qld.gov.au