



Accountant / Finance Manager

Permanent – Part time -Full Time (Flexible hours are negotiable for right candidate)
South West WA

Job Ref: ACCOUNT2022

Bunbury Harvey Regional Council is seeking a suitably qualified Finance Manager/Accountant.

Responsibilities include hands on financial functions such as:

- Overseeing all accounting activities,
- Preparing fortnightly payroll,
- Statutory reporting,
- Assisting with the preparation of financial plans, budgets, and financial forecast.

The ideal candidate will have a minimum of three (3) years' experience in a similar position with sound accounting skills in managing financial resources, e.g. payroll, creditors, debtors, budgets, cashflow, and reporting.

To obtain an information package and position description on this opportunity, visit our website www.bhrc.wa.gov.au or contact phone 08 9797 2404.

If you value working as part of a growing and dynamic organisation that values work/life balance, please submit your application quoting the reference number above. Also include a cover letter, your resume addressing the selection criteria detailing your relevant experience, qualifications, and skills, and address all selection criteria. Salary will be negotiated as per experience.

All applications should be sent to Bunbury Harvey Regional Council at PO Box 111, Australind WA 6233 or emailed to afarr@bhrc.wa.gov.au

Applications close on **4.00pm , Tuesday 20th September 2022.**

As an Equal Employment Opportunity employer, the Bunbury Harvey Regional Council encourages applications from individuals of diverse backgrounds to join us in servicing our community.

Please note: Consistent with the WA Government's Directions, and Booster Vaccination (Restrictions on Access) Directions all employees are required to have their double dose COVID-19 vaccinations and booster. By applying, you agree that you are, or will be, vaccinated consistent with these Directions. Documentation confirming COVID-19 vaccination status will be required to be submitted by the successful applicant for this position prior to commencement.

Peter Keane
Chief Executive Officer