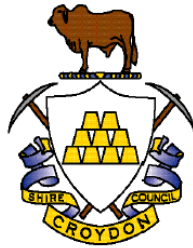


ADVERTISEMENT



Finance Officer

- **Permanent, full-time position**
- **Accommodation and relocation assistance**

Located approximately 550km south-west of Cairns and just south of the base of the Gulf of Carpentaria, in the heart of the Gulf Savannah country, lies the quaint and beautiful town of Croydon. Rich in history, boasting heritage buildings and displays, the iconic Gulflander train experience, birdwatching and bushwalking trails, Croydon offers a unique Outback experience. The town provides all the necessary services, including a general store, healthcare centre, schooling, and recreational facilities.

The Position:

Reporting to the Finance Manager you will be responsible for processing the fortnightly and monthly payroll, job costing, accounts payable, accounts receivable and the administration of rates.

Skills / Experience Required: To be successful in this position you will have experience within a similar position, ideally within Local Government along with:

- Sound knowledge of financial procedures including and understanding of the principles of reconciliation and general ledger accounts;
- Sound numeracy skills with the ability to calculate figures, percentages, discounts and interest;
- Ability to interpret industrial awards and employment legislation;
- Knowledge and experience in accounts payable and receivable, and/or experience in the preparation, entry and processing of payroll data;
- Experience in the operation of Microsoft Office along with experience in MagiQ and or Practical Plus (PCS) will be highly regarded;
- High level of professionalism, accuracy and attention to detail; and
- A formal qualification within a relevant field will be highly regarded.

The Benefits:

- Salary: \$63,674.00 per annum.
- Locality allowance.
- 5 weeks annual leave, plus 17.5% leave loading.
- Relocation assistance up to the value of \$3,000.00.
- Council Accommodation – weekly rent ranging from \$125.00 - \$183.00.

To obtain an Information Package contact:

Kerry Garlick - Recruitment Consultant

E: kerry@logoapp.com.au Ph: (07) 5477 5433.

Applications close Monday, 15th March 2021 at 8:00am.