

We are looking for a Management Accountant to join the Cancer Council WA team and be part of our vision.

### Who we are

At Cancer Council Western Australia we believe that every day is an opportunity to beat cancer. We work with our community to reduce the incidence and impact of cancer. We do this through advocacy, research, education, and providing people affected by cancer with support to enhance their quality of life.

### Tell me more!

We have an exciting opportunity for a Management Accountant to join our Finance Team. As Management Accountant, you will be responsible for the creation of monthly management accounts for distribution to internal stakeholders.

Your other main responsibilities will include:

- Delivering timely and accurate accounts; including month-end reconciliations, posting of journals, reconciliation of investments
- Maintenance of Fixed Asset Register; including additions, disposals, depreciation and all associated reconciliations
- Providing assistance to the Finance Manager with budgeting and forecasting
- Management and support of finance business systems
- Helping to facilitate interim and final audits
- Establishing and maintaining effective internal and external working relationships

### Who are you?

To be successful in this role you will have the following key attributes:

- Proven experience as management accountant or in a similar position
- Relevant tertiary qualification or demonstrated equivalent competency in Accounting, Finance, or related discipline
- CPA or CA qualified or working towards obtaining qualification.
- Experience in the not-for-profit sector will be highly regarded
- Excellent communication and customer service skills
- Attention to detail with high accuracy
- Ability to work to tight deadlines
- Advanced excel skills
- Well-developed reporting skills
- Experience using Greentree will be highly regarded
- Aptitude for creating new and more efficient processes.

- Demonstrated understanding of and commitment to the values of Cancer Council WA
- Positive approach to the workplace

Based in Subiaco, this position is fulltime.

In this role you will enjoy:

- Working amongst leaders in supportive care
- A collaborative and supportive team culture
- Benefits of not-for-profit salary packaging

### How to apply for this role

To apply for this opportunity, please include your resume and a cover letter clearly outlining how your skills and experience match the key attributes of the role.

Applications close 5pm Friday 30 April 2021 and should be addressed to:

#### **Finance Manager**

Cancer Council Western Australia

Applicants are encouraged to submit their application via Seek, or by emailing [careers@cancerwa.asn.au](mailto:careers@cancerwa.asn.au) as early as possible as Cancer Council Western Australia reserves the right to reduce the application period and/or remove the job advertisement early should a suitable applicant be found.

With a Reflection RAP, and a commitment to “closing the gap” we encourage Aboriginal or Torres Strait Islander candidates to apply. Please state on your application if you identify as being Aboriginal or Torres Strait Islander.

**Please note: We do not accept applications submitted by agencies.**

*Please note: You will be required to provide proof of ability to work permanently in Australia. Working holiday visas will not be considered.*

*Cancer Council WA is a not for profit, equal opportunity employer and operates a smoke free working environment.*