

Corporate Accountant

Information Package for Applicants

Dear Potential Applicant

Thank you for your interest in the position of Financial Accountant at Waratah Wynyard Council. This document is provided to give applicants an understanding of the organisation context for this position and to assist applicants in assessing their skills and experiences in relation to the requirements of the role.

This document is provided as a high-level overview of the position. Applicants are encouraged to view Council's adopted Annual Plan and Budget Estimates, Annual Report and Financial Management Strategy available on Council's web site. These documents provide an overview of Council's finances in context of the organisation's corporate priorities.

Snapshot of our Municipal Area

Waratah-Wynyard is classified as a rural local government area and has a population of 13,578, the major towns and localities of the region include Savage River, Sisters Beach, Somerset, Waratah and Wynyard.

Sitting near the edge of the world, the municipal area of Waratah-Wynyard is a patchwork of exquisite experiences. Born from unique geological formations, sculpted by the elements and decorated with mesmerising natural beauty, the area offers physically striking diversity. Likewise, the seven communities of Waratah-Wynyard are each historically, geographically and culturally unique.

From the idyllic beach communities to the historic mining towns, all have their own story, quirky idiosyncrasies and individual community spirit. With established amenities, transport, sporting and creative recreational opportunities on our doorsteps, we're a well-connected, creative and innovative municipal area.

Life here has something for everyone and it is a place of opportunity and optimism with endless possibilities for businesses, locals and visitors to craft their own unique story and be their true selves.

About Our Organisation

Council is currently in a strong financial position with strong liquidity and cash flow, low debt levels, assets that are in good condition, and an ability to satisfactorily fund its asset renewal requirements. Council's operating position is sustainable with its recurrent expenses able to be fully met by its recurrent revenue streams.

The organisation employs 115 staff, has operating expenditure of \$20m and net assets valued at \$228m. Council's capital expenditure budget for the 2022/23 financial year is in excess of \$20m which includes \$9.476m in new capital expenditure.

Council has adopted a range of Master Plans and Strategies in consultation with the community outlining future community aspirations, which require a capital investment of approximately \$49m over the next ten years. In addition to the capital outlays, additional recurrent costs will be incurred and will need to be planned for and carefully managed. Councils

Financial Management Strategy indicates that the organisation will incur \$0.900m in new operational expenditure from projects to be delivered over the next 3 years. This could be funded by way of decreasing expenditure or increasing revenue streams to Council (by way of development and population growth).

Waratah Wynyard Council

21 Saunders Street (PO Box 168) Wynyard Tasmania 7325

P: (03) 6443 8333 | F: (03) 6443 8383 | E: council@warwyn.tas.gov.au

About the Position

This position reporting to the Finance Manager is focused on assisting Council in delivering on its strategic aspirations through effective and efficient financial management.

The key role, reporting to the Finance Manager, is responsible for the effective and efficient management of Council's financial reporting requirements including preparation of the annual financial statements for audit and approval by Council; grant financial reporting; and the preparation of external data collection surveys.

The role will support various stakeholders including the Finance Manager by providing timely management reporting, forecasting, modelling, and specialist advice.

The role is responsible for the management and reconciliation of Council's cash and investment portfolio; general ledger reconciliations; and accounting for Council's assets, and ensuring Council meets its taxation compliance obligations including preparation of the Business Activity Statement; and FBT return.

The role of Financial Accountant forms part of a small Finance Team which is comprised of the following positions.

- Manager Financial Services
- Financial Accountant
- Finance & Payroll Officer
- Revenue Officer

Additional information is contained in the Position Description including selection criteria.

Further Information

- Interested applicants are encouraged to contact the Manager Finance Services, Mitchell Smith for any additional information or queries during the selection process, via email msmith@warwyn.tas.gov.au.

Applications

Applications for this position close at 8 November 2022.

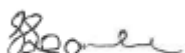
Applicants are asked to provide the following:

1. A cover letter, providing a brief introduction and outlining their interest and motivation in applying for the position;
2. A detailed response to each of the Selection Criteria contained in the Position Description; and
3. A detailed resume outlining relevant work experience and qualifications.

Applications should be submitted via the Council Website at <https://www.warwyn.tas.gov.au/jobs-council/current-vacancies/>

I thank you for your time in researching this opportunity and wish you well should you choose to apply.

Regards



Samantha Searle

DIRECTOR ORGANISATIONAL PERFORMANCE

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