

## Financial Accountant

### About the Role

Tec-NQ requires a Financial Accountant to assist with financial operations. The position is to be based in Townsville on a full time basis.

Our ideal person will undertake duties such as:

- Processing of Debtors, Creditors and Payroll
- Preparation of financial acquittals, internal and external reports
- Management of Debtor accounts
- Contributing to projects and the improvement of processes.

### About Tec-NQ

As a company, Tec-NQ values innovative solutions, industrious attitudes, delivering value to our stakeholders, inspiring positive change and safety in the workplace.

Tec-NQ's senior school focuses on transitioning students directly from school to the workforce. It's integrated work experience and training programs are supported by strong links with industry. The trade-based curriculum enables students to learn with a purpose as they complete work-based QCAA approved subjects and vocational qualifications.

Tec-NQ maintains high standards of compliance as both an independent senior secondary school and registered training organisation (RTO). The senior school is based in Townsville, but its provision of boarding attracts students from across rural, remote and isolated areas of Queensland.

Tec-NQ's RTO delivers nationally accredited training in Townsville, Mackay and Cairns. Vocational training is provided across broad industry areas including Construction, Electro-technology, Engineering, Automotive and Information Technology.

### Selection Criteria

#### Essential

1. Bachelor degree in Accounting/Commerce with a minimum of 3 years experience working in an accounting role
2. CPA/CA qualified or studying towards qualification
3. Application of Australian Accounting Standards
4. High level experience in spreadsheets, financial reporting systems including operation of integrated computerised accounting and information systems
5. Strong organisational and time management skills
6. Proven ability to work autonomously when needed while effectively working with key stakeholders both internally and externally
7. Demonstrated exceptional level of attention to detail
8. Excellent verbal and written communication skills
9. The possession of, or an ability to gain a Queensland ' Blue Card' to work with children or the eligibility to obtain
10. Fully vaccinated for Covid-19 as per Queensland Health requirements for high risk setting (school)

***Applications close Sunday 22nd May 2022***

***Forward your resume and response to selection criteria to:***

Stacey Cox

Business Compliance & Projects Manager

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