*To apply for the role, please provide one or more examples for EVERY essential selection criteria and as many desirables as you can.*

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| **ESSENTIAL CRITERIA**- *Mandatory to ensure the job is done effectively and efficiently* |
| 1. Degree in Accounting and/or Diploma in Accounting with extensive experience in a similar role
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| 1. Demonstrated professional skills, knowledge and judgement relating to financial management and accounting
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| E3. Demonstrated organisational and time management skills to meet essential deadlines |
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| E4. High level of initiative, ability to work effectively unsupervised and as part of a team |
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| E5. Excellent communication and collaboration skills at all levels within an organisation |
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| E6. Knowledge of legislation, principles, codes, accounting standards and regulations relevant to financial management |
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| E7. Ability to work and maintain accuracy under pressure |
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| E8. Experience in the practical application and use of computerised accounting systems specifically Microsoft Excel for the presentation and generation of reports and financial models |
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| E9. Hands on experience in the preparation of budgets, financial statements and long term financial plans |
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| **DESIRABLE CRITERIA** - *Not essential but generally considered to be required to do the job proficiently* |
| 1. Previous Local Government experience in a financial management role
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| 1. Experience in the use of other Microsoft applications including PowerBI, SharePoint and Teams
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| 1. Knowledge of and/or experience in financial operations including payroll, rating and property, creditors and debtors
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