



## Accountant

### Full-time/Part-time Job-Share

- Excellent career opportunity
- Strong client and community focus
- Extensive salary packaging
- Salary to be negotiated based on experience
- Opportunity for personal and professional development

Boandik is a leading provider of services for older people in the South East of South Australia. We provide personalised services to all clients to enable them to maintain their independence and involvement in the community.

You have the opportunity to join a cohesive team in this progressive organisation. The position is full-time based in the corporate office in Mount Gambier working with support of the Chief Operating Officer.

#### **Responsibilities will include:-**

- Preparation of monthly, quarterly and annual financials and reports
- Oversee Debtors, Creditors and Payroll
- Compliance with Aged Care Financial Report requirements for Residential Aged Care & Home Care Programs
- Communicate with managers and external agencies including auditors
- Provide financial analysis and advice
- Focus on continuous improvement of processes, systems and reporting

#### **We are seeking a person who has:-**

- Tertiary qualifications in commerce, finance or equivalent
- Membership of CPA or ICAA (preferred)
- Advanced Microsoft Excel skills
- Financial reporting, budgeting and analytical skills
- Desire to work in not for profit sector

A position description can be obtained on our website, [www.boandik.org.au](http://www.boandik.org.au) or by emailing [hr@boandik.org.au](mailto:hr@boandik.org.au).

Any questions regarding the position to Sandra Parsons, 0458 257 377.

Applications including a statement addressing the key responsibilities to Sandra Parsons, Chief Operating Officer by 13<sup>th</sup> June 2023.