

POSITION DESCRIPTION

National Fisheries Authority

AM3621 - Financial Controller

The Financial Controller (FC) reports to the Managing Director and is primarily responsible for the management and control of NFA's finance and accounting functions and systems which includes financial accounting systems, policies and procedures. This includes treasury, accounts payable/receivable, financial analysis and reviews of the Authority's P&L and balance sheet, fixed assets management and reconciliations, and formulation and review of annual and supplementary budgets. The incumbent will be expected to prepare accounts for annual audit; liaise with appointed auditors and the Office of the Auditor General to ensure timely completion of the audit process.

Responsibilities will include collection of state revenue and management of the Authority's revenue, investments and project funds to ensure there is adequate liquidity to meet operational requirements. A key aspect of this role will be to ensure sound financial management and operational efficiencies through adequate internal controls, compliance and statutory reporting, management reporting and effective budgets and funds management.

Expected Competencies

- Bachelor's degree in Finance, Accounting, Business Administration or a related Finance discipline. Post-graduate qualifications are desirable
- 5 - 8 years of relevant industry experience in financial services and/or accounting within a statutory or government, large corporate, private or semi-private organisation.
- Preferably a Certified Practising Accountant (CPA) or at Associate level, with an excellent working knowledge of GAAP and IFRS.
- Demonstrated experience in Microsoft Dynamics and MYOB accounting software or similar accounting software.
- Good understanding of the Fisheries Management Act 1998 and government objectives and policies including the public services General Orders and PFMA, and regulatory requirements governing the sector.
- Good understanding of NFA's statutory responsibilities, financial and administrative processes, and lines of accountability to the government.
- Proven experience in budgeting, financial management and reporting with strong analytical and problem solving skills
- Possess the core values of honesty and integrity and be able to demonstrate a high level of accountability and professionalism
- Proven leadership and people management skills
- Excellent oral and written communication and report writing skills, with high level presentation skills
- A high level of proficiency in a range of Microsoft applications with advanced MS Excel skills

Applications close cob Friday 26th January 2018

To apply for this position:

- Download and complete the Application Form from <http://www.vanguardpng.com>.
- Email the application to admin@vanguardpng.com together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview