

Business Partner FP&A

12 months Maternity Leave Position

Box Hill Location

Finance Team within the Business Operations Department

If you are interested in making a positive impact in the lives of others, working for a values driven organisation and in an amazing team read on.

The Organisation

CBM Australia is an international Christian development organisation, committed to improving the quality of life of persons with disabilities in the poorest countries of the world. We partner with local organisations with the aim of building and promoting an inclusive world in which all persons with disabilities enjoy their human rights and achieve their full potential. CBM Australia is a key member of the CBM global network and has in its remit strong field programming and advocacy work as well as fundraising.

The role

The Business Partner FP&A will be a primary resource to the organisation and will perform key finance systems and planning functions of the organisation. The role will be 2IC to the Chief Financial Officer and will be required to build relationships with the Financial Accountant, the organisation's Department Managers, other Budget owners and all financial system users.

The main duties will include:

- Effective business partnering
- Annual budget preparation and planning forecasting and reforecasting
- Provide project costing and financial guidance for upcoming projects
- Produce timely, accurate and insightful financial reports
- Maintain and enhance the financial management system
- Employee support and education for users of the financial management system
- Partner with International Program department to develop and produce reporting and analysis
- Partner with Inclusive Development department to develop and produce contract reporting and analysis
- Communicate financial and performance information and enhance finance awareness of department Managers and Budget owners

The profile

The ideal candidate will have a strong Management Accounting and financial systems background, with proven experience in building relationships with stakeholders and providing guidance based on financial information. They must also be highly motivated and keen to progress the work of CBM Australia in improving the quality of life of persons with a disability.

Other key points are:

- Tertiary qualifications in Accountancy and Finance , CA /CPA qualified along with a current membership
- High attention to detail
- Excellent communication skills
- Self-motivated and the ability to manage workload and deadline

Along with your commitment to CBM's mission and values, this is an outstanding opportunity to contribute to an exciting international facing role.

CBM Australia wants to recognise and reward our staff and can offer a number of attractive benefits; salary packaging, flexible working conditions, and professional development opportunities.

If you meet the above criteria, please email a resume and a letter of application addressing the role's key tasks and priorities to:

People and Culture Recruitment Coordinator

+61 3 8843 4458

careers@cbm.org.au

Applications close:

Tuesday January 28th 2019, 6pm

Background checks

CBM Australia is committed to workplace equity and diversity and encourages applications from Australian Residents with diverse cultural backgrounds and people with a disability.

CBM Australia is committed to the safety and best interest of all children accessing CBM supported services, programs and workplace.

Relevant background checks including working with children, police and reference checks will be completed prior to the preferred candidate's employment being confirmed.