



Position Title	Chief Finance Officer (CFO)
Reports to:	Chief Operating Officer (COO)
Campus	Cross Campus
Blurb	<p>Yeshivah – Beth Rivkah Schools Limited’s (YBRSL) Chief Financial Officer (CFO) is responsible for leading all financial affairs of the college including, but not limited to: Financial Accounting, Treasury and Payroll. The CFO is also responsible for the provision of various business management and integration functions, which include project management, process management and process improvement initiatives. The objective of the role is to provide key stakeholders with comprehensive financial management (including in depth analysis and insight into the critical issues impacting the Group) in a reliable, accurate and timely manner, via effective leadership of the Finance Team. Accordingly, the CFO is responsible for ensuring key accounting practices are executed with a high standard of quality; including financial and management reporting, financial planning, annual statutory accounts preparation, taxation and other legislative obligations, related procurement matters, cash management as well as payroll requirements.</p>
Requirements	<p>OPERATIONAL EXCELLENCE</p> <ul style="list-style-type: none"> • Highly developed time management and Organisation skills with a proven ability to multitask and prioritize (that is, the ability to balance the need to be both efficient and effective). • Attention to detail. • Ability to improve processes and procedures. • Ability to manage change effectively. • Excellent written and oral communication with strong computer literacy skills • Demonstrated resourcefulness in setting priorities, proposing new ways of creating efficiencies and guiding investment in systems. <p>RESULTS FOCUSED</p> <ul style="list-style-type: none"> • A result-oriented, flexible self-starter who is able to multi-task while also being detail-oriented. • Capacity to think of solutions and work towards those solutions despite problems that may arise. • Deadline focused. <p>SYSTEMS KNOWLEDGE</p> <ul style="list-style-type: none"> • Strong General Ledger system knowledge. • Strong knowledge of Excel.



PEOPLE SKILLS

- Personal qualities of integrity, credibility, and a commitment to the mission of the Organisation.
- Strong communication and interpersonal skills (warm, friendly disposition), with experience collaborating in a multi-disciplinary team in a manner reflecting the values of the Organisation.
- Ability to engage a range of people at various levels both inside and outside the Organisation.
- Ability to engage and inspire direct reports, developing them in their roles.
- Demonstrate a team player attitude.

QUALIFICATIONS / EDUCATION

- Tertiary qualification in accounting, commerce or finance.
- CA or CPA qualified.

EXPERIENCE

- Minimum 7 years' professional experience, including managing the finance and administration of a \$20 million plus Organisation.
- Demonstrated technical experience in financial management and accounting.
- Experience in leading a broad range of people and tasks
- Experience within Education or Not for Profit sectors is desirable.

For a detailed Position Description, [please click here.](#)

Commencement Date	ASAP
Employment Status	1.0 FTE
For more information or to submit a cv please contact	Please forward applications to Julie Stobo, Head of Human Resources at julie.stobo@ybr.vic.edu.au Queries may be made, in confidence, to Julie on 9528 8305 or via email.
Applications Close	12 noon Friday 7th May (please note applications will be processed at the time they are submitted)