

Information package: Financial Accountant

Fixed Term Contract

Applications close 11:59pm Friday 11 April 2025

Financial Accountant

Fixed Term Contract

We're on the hunt for an Accountant to assist in Riverina Water's finance accounting functions for a fixed term period until 28 November 2025. You will complete financial accounting and reporting requirements for the organisation to manage overall financial performance. This includes supporting the internal customer with activities including financial budgeting & analysis, accounting, performance & reporting and financial asset management services.

What's in it for you?

- An exciting opportunity to join a collaborative Finance Team
- \$100,244 to 112,825 gross per annum
- 70 hour, 9-day fortnight
- Retire with more! 17% superannuation – 5.5% above the required contribution

How can you apply?

See our careers page for all the information you need to apply and to access our application portal rwcc.nsw.gov.au/jobs

To chat about this opportunity, please contact Natasha Harris, Manager Finance and Sourcing via email nharris@rwcc.nsw.gov.au or phone 0438 273 339.

To be considered for this position you must currently have the right to work in Australia.

Applications will be accepted until **11:59pm Friday 11 April 2025**.

Riverina Water is an EEO employer. We promote an inclusive workplace and encourage applicants who reflect diversity of gender, culture, experience, and skills.

Financial Accountant – Fixed Term

Thank you for your interest in this position.

Please review the information available and should you have questions or wish to discuss the position, please contact me.

The position

You will participate as a team member assisting in Riverina Water's finance and accounting functions in an effective and efficient manner in accordance with Riverina Water's policies, procedures, and objectives.

You will ensure strategic and operational activities are effectively managed, implemented, and sustainable. Reporting to the Manager Finance & Sourcing, you will work with a multi skilled functional team to ensure the safe and reliable treatment, delivery, and supply of water to all Riverina Water customers.

Qualifications and skills required

It is expected that applicants address the key selection criteria when applying for this position and can demonstrate their competencies and relevant experiences.

Remuneration and benefits

Riverina Water enjoys a favourable reputation as a satisfying and rewarding workplace, demonstrated by a relatively low staff turnover. The Hammond Avenue site is the location of practical and modern workplaces including the administration, workshops, works depot, store and main filtration plant. All buildings and vehicles are smoke-free workplaces, and staff welfare through work health and safety and other provisions is a priority.

The commencing salary for this position is \$100,244 to 112,825 gross per annum (pro rata for duration of contract). In addition, we contribute 5.5% additional superannuation (17% superannuation for current financial year), and employees may salary sacrifice or make personal (non-tax deductible) contributions for additional super.

Our working conditions include a 70 hour, 9-day fortnight, with opportunities for professional development and access to long service leave after five years. Additional purchased leave options are also available.

I would welcome the opportunity to discuss this exciting opportunity with you and look forward to your application. I can be contacted via nharris@rwcc.nsw.gov.au or 0438 273 339

Regards,

Natasha Harris
Manager Finance and Sourcing

Position description

FINANCIAL ACCOUNTANT

POSITION TITLE:	Financial Accountant	Date created:
REPORTS TO:	Manager Finance & Sourcing	Modified by:
NUMBER OF DIRECT REPORTS:	0	Approved by: A Crakanthorp
DIRECTORATE:	Corporate Services	

Purpose of Position

To complete financial accounting and reporting requirements for the organisation to manage overall financial performance. This includes supporting the internal customer with activities such as; financial budgeting & analysis, accounting, performance & reporting and financial asset management services.

Key Responsibilities

1. Maintain Riverina Water's general ledger and financial systems to ensure the provision of accurate and reliable financial information.
2. Preparation and administration of long terms plan, forecasts, annual budgets, and budget reviews in collaboration with key business stakeholders.
3. Provide analytics to and understand variances to financial reports as well as performing period end analysis including trend analysis and variance analysis with documented and explained variances.
4. Development and preparation of reports to meet external and internal reporting requirements. Includes but is not limited to management reports, financial statements, fringe benefits tax return, and other statutory reports.
5. Working closely with Assets team to ensure effective financial management of assets through their lifecycle including asset creation, depreciation through to asset retirement; sale, write-off, or trade in and the recording of financial implications and adjustments on Riverina Water's asset register.
6. Contribute significantly to sound financial management by working as an active partner to key stakeholders at Riverina Water.
7. Maintain and administer Riverina Water's accounting and financial policies and procedures including documentation, distribution and monitoring of those policies and procedures within Riverina Water.
8. Provide administration of Riverina Water's corporate card facility including associated processing, policies, and training.
9. Ensure Riverina Water's compliance with accounting standards and provision of recommendations for modification of internal policies, procedures and procedures where required.
10. Ongoing maintenance and review of all systems and processes relevant to the position, identifying improvements and efficiency gains where appropriate.

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| 11. Assist in the effective management of Riverina Water's treasury resources. |
| 12. Any other duties in line with the position as directed by Manager Finance & Sourcing. |
| 13. Maintain awareness and compliance with relevant policies and procedures including Riverina Water's Code of Conduct, EEO Policy, Anti-Bullying and Harassment Policy, practicing work health and safety along with relevant risk management protocols. |

Selection Criteria

Essential
Relevant tertiary qualification in business, accounting and/or experience in a related field.
Relevant post-graduate qualification (CA or CPA), or currently working towards.
Demonstrated experience (minimum two years preferred) in a similar relevant role.
Demonstrated understanding of Australian Accounting Standards, asset accounting and current taxation requirements.
Demonstrated experience in the operation of relevant technology, including computerised financial systems.
Excellent written and verbal communication skills.
Highly developed organisational, project and time management skills.
Desirable
Knowledge and understanding of Local Government administration.
Experience in the preparation of Annual Financial Statements & Long-Term Financial Plans.

Riverina Water overview

History

Southern Riverina Water County Council was incorporated in 1938 to make reticulated water available to towns and villages in the Shires of Lockhart, Kyeamba, Mitchell and part of Culcairn Shire. The remaining part of Culcairn Shire and the Shires of Urana and Holbrook were subsequently added, as was the Municipality of Wagga Wagga in 1945. In 1981 Kyeamba and Mitchell Shire areas were included in Wagga Wagga City area.

Water supply infrastructure was established with the Murrumbidgee River at Wagga Wagga the principal water source, and a network of treatment, pumping, storage and pipework installations.

From 1942 to 1995 Southern Riverina was also responsible for distribution of electricity in the area. The formation of the larger electricity distributors in 1995 precipitated a review of water supply administration, resulting in the decision to form a new County Council for water supply in the former Southern Riverina area. Riverina Water County Council was gazetted on 2nd May 1997.

The County District covers an area of approximately 15,500 square kilometres and contains a population of approximately 67,000 people. An estimated 60,000 people are provided with water through some 26,500 service connections. The location and development of groundwater sources has been utilised over the last thirty years, and bore water now supplies three quarters of our production.

Drinking quality water is supplied to all customers continuing a tradition of over sixty years of high service standards by a leading and innovative utility service organisation.

Infrastructure network

Riverina Water owns and operates the water supply infrastructure from the natural source to the customer's meter.

Wagga Wagga City

Water is sourced in Wagga Wagga from:

- › Murrumbidgee River intake at 91 Hammond Avenue
- › East Wagga Wagga borefield (Koorinal Road)
- › West Wagga Wagga borefield (McNickle Road to Moorong Street)
- › North Wagga Wagga borefield (East Street)

Groundwater is sourced and chlorinated for other villages with systems operating at Collingullie, Oura, Woomargama and Humula.

A small quantity of water is purchased from Goldenfields Water County Council, to supply customers near to their trunk main between Gumly Gumly and Juneec.

The township and rural network also serve a number of rural customers adjacent to the trunk mains, and in the general areas of Pleasant Hills, Brucedale, Euberta and Currawarna.

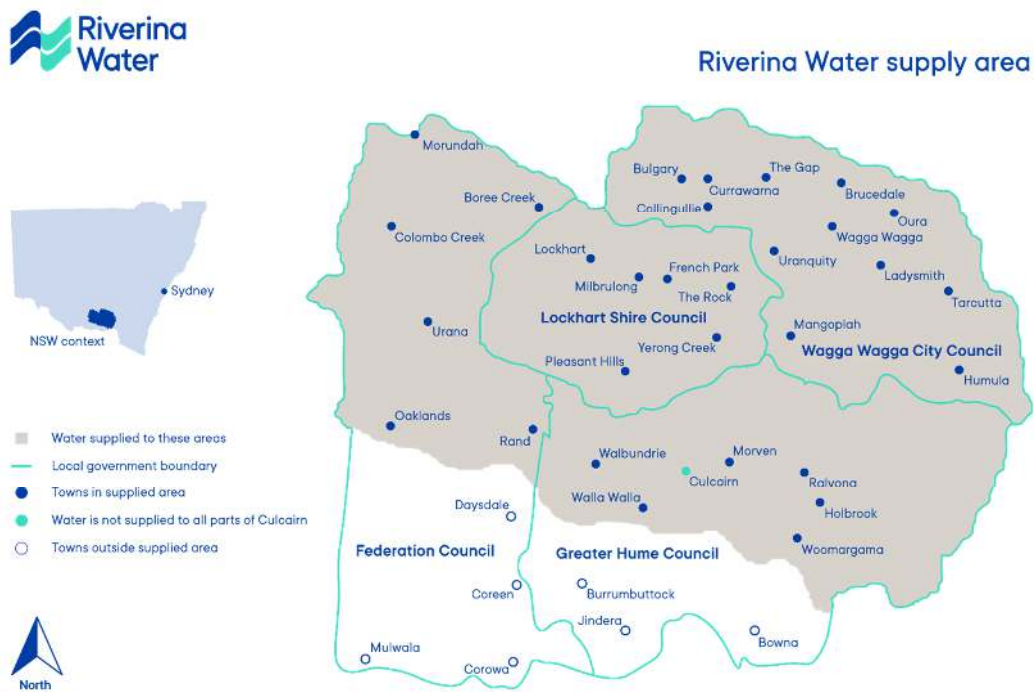
Structure

Riverina Water County Council is a Council under the Local Government Act 1993, responsible for the construction, operation, and maintenance of water supply to the Local Government Areas of Wagga Wagga City, Federation, Greater Hume and Lockhart Shires.

Riverina Water has nine elected members, five from Wagga Wagga City, two from Greater Hume Shire Council and one from Federation Council and Lockhart Shire.

You can meet Riverina Water's Executive Leadership Team on our website.

Information on our function, activities etc can be found at rwcc.nsw.gov.au.



Organisational Structure

