

Our Company

Al-Faisal Colleges is an independent school from K to 12 and operates from three sites - Auburn, Campbelltown and Liverpool. Our College provides contemporary facilities and a positive work-place environment. We aim to develop and equip our students for their future by offering excellence in education and quality teaching in all areas of a student's school life.

Our Position

The Accountant's role is to support the Chief Financial Officer through effective day-to-day operational management of Al-Faisal College's assets, tax, and compliance requirements. This role involves budgeting, financial ledger analysis, and providing insights to support decision-making processes, ensuring accuracy, compliance with accounting standards, and timely reporting.

Your responsibilities include, but are not limited to;

- Preparing accurate and timely financial statements, including balance sheets, income statements, and cash flow statements.
- Maintaining the general ledger and ensuring all transactions are recorded accurately and in compliance with relevant accounting principles.
- Conducting financial analysis to identify trends, variances, and opportunities for improvement, providing insights to support strategic decision-making.
- Collaborating with management to develop budgets and financial forecasts, monitoring variances and providing recommendations to achieve financial targets.
- Assisting with preparation of monthly reporting.
- Assisting with Cashflow management and Project Costing.
- Responsible for Asset Register and Depreciation processing.
- Monitoring and maintaining Accounting Control Procedures to safeguard company assets and ensure compliance.
- Undertake Human resources management and payroll functions.
- Assisting the accounts payable and receivable staff when required.

About You

You must be able to demonstrate the following experience, abilities, and personal attributes:

Qualifications/experience

- Degree in Accounting/Business or similar.
- At least 2-3 years' experience in a similar role.
- Strong Excel, modelling and analysis skills.
- Experience in the use of NetSuite, Myob and Sentral Software.

Skills and abilities

- Advanced understanding of Assets, FBT, Tax, and compliance rules.
- Ability to identify inefficient processes and redesign workflow to utilize technology.
- Ability to work autonomously and manage competing priorities.
- Highly developed verbal and written communication skills.
- Strong interpersonal skills to deal with a diverse range of people.
- Strong attention to detail and high level of accuracy.

Our Benefits

- Employee Satisfaction levels far above industry norms.
- Embedded culture that enables our Positive Workplace to thrive.
- Focus on a healthy work/life integration.
- Flexible Work Arrangement opportunities for every employee.
- Employee Wellbeing and Assistance Program for every employee.
- Extensive Training and Development Opportunities.

Only successful applicants will be contacted for an interview.

Al-Faisal College's is an equal opportunity employer.

Employer questions

Your application will include the following questions:

- Which of the following statements best describes your right to work in Australia?
- How many years' experiences do you have as an accountant?