



Position Description – Senior Financial Accounting Manager

Position Details

Position Title: Senior Financial Accounting Manager

College/Portfolio: Operations **School/Group:** Finance & Assurance

Campus Location: Primarily based at Melbourne CBD campus, and the potential to work across other RMIT campuses as required.

Classification: HEW 10 **Time Fraction:** 1.0

Employment Type: Continuing

Reporting Line: Director, Central Finance Operations

No. of Direct reports: 3

RMIT University

RMIT is a global university of technology, design and enterprise, committed to creating transformative experiences for students and making a meaningful impact through research, innovation, and engagement. For more information on RMIT University follow the links below.

<https://www.rmit.edu.au/about>

<https://www.universitiesaustralia.edu.au/university/rmit-university/>

<https://www.rmit.edu.au/about/facts-figures>

Our campuses in Melbourne (City, Brunswick, Bundoora, and Point Cook) are complemented by international campuses in Vietnam and a centre in Barcelona, Spain. We proudly acknowledge the Woi Wurrung and Boon Wurrung peoples of the eastern Kulin Nation on whose unceded lands our campuses are located.

We are deeply committed to reconciliation and Indigenous self-determination, embedding these values throughout our policies, culture and structures.

<https://www.rmit.edu.au/about/our-locations-and-facilities>

Why Join RMIT?

Our people are at the heart of everything we do. At RMIT, we value innovation, collaboration and impact. Our values are the heart (durrung) of who we are and what we stand for at RMIT. They guide what we do, how we make decisions, and how we treat each other.



Inclusion Imagination Integrity Courage Passion Impact

Learn more about our values: <https://www.rmit.edu.au/about/our-strategy/values>

Organisational Accountabilities

RMIT is committed to the safety, wellbeing and inclusion of all staff and students. As a staff member, you are expected to comply with all relevant legislation and RMIT policies, including those related to: Equal opportunity, Occupational health and safety, Privacy and trade practices & Child safety standards:

Appointees are responsible for completing all required training and ensuring that they and their team members remain up to date on relevant compliance obligations.

Staff are expected to understand and support RMIT's child safe practices as part of their professional responsibilities. More about our child safety commitment: <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>.

Leadership at RMIT

At RMIT, leadership is not defined by position or hierarchy—it is a shared responsibility demonstrated by all staff, regardless of role or title. Leadership is grounded in our six core values, which guide and shape how we work together, make decisions, and create impact.

Effective leadership means consistently integrating these values into everyday actions and interactions, whether influencing a project outcome, supporting a colleague, or leading a team. All staff are expected to embody the principles of the *Be-Know-Do* Leadership Model:

Be – We are open and authentic, inclusive and empowering. We are purpose driven role models and communicators.

Know – We are self-aware, and understand our stakeholders, our sector and priorities.

Do – We set clear direction and expectations, we develop ourselves and others and promote mutual accountability to deliver results.

At every level, leadership at RMIT is about influence, contribution, and mindset. It is reflected in how we empower others, foster collaboration, and drive positive change through capability-building and alignment to strategic goals.

College/Portfolio/Group

As trusted advisors and collaborative partners, Finance and Assurance provides finance, procurement, and audit services to all parts of the University to support our organisational goals and ensure our financial sustainability.

Central Finance Operations (part of the overall Finance and Assurance Group)

Builds assurance and confidence in financial management by meeting our statutory and regulatory reporting obligations, conducting due diligence on strategic partnerships, and treasury and investment management leadership.

Position Summary

The Senior Financial Accounting Manager is a senior leadership role within Finance & Assurance, responsible for financial accounting, statutory reporting, taxation, treasury related oversight and associated governance activities. The role ensures the University meets its external reporting and compliance obligations, while also providing high quality financial advice, analysis and support in relation to assets, investments and other complex accounting matters. The position plays a key role in strengthening controls, improving processes and building capability across the broader finance function.

Key Accountabilities

- Lead the preparation of the consolidated annual financial statements for the University and its controlled entities, including audit work papers and supporting analysis, and act as a day-to-day contact point for external auditors, in accordance with applicable accounting standards, legislation and Victorian public sector reporting requirements.

- Oversee periodic balance sheet, cash flow, liquidity and treasury reporting, including analysis of cash risk and hedging matters.
- Manage the University's direct and indirect tax compliance obligations, including the engagement and oversight of external advisers, and the accurate and timely lodgement of tax returns and related reporting for the University and its subsidiaries.
- Oversee financial accounting and reporting matters relating to the University's assets and investments, including the application of appropriate accounting treatments, valuations and related governance requirements.
- Provide technical accounting advice and financial modelling support on complex matters, including leases, borrowings, financial instruments, fair value assessments and capitalisation decisions.
- Review and strengthen financial and operational controls across financial accounting processes, and recommend practical improvements to support compliance, efficiency and sound governance.
- Develop, implement and maintain policies, procedures and processes relating to financial accounting, treasury and financial management.
- Identify opportunities to standardise systems, streamline processes and simplify accounting practices to improve efficiency and strengthen financial operations.
- Work collaboratively across the finance function, the broader Operations portfolio and the University more generally to resolve financial, regulatory and compliance matters.
- Act as a key finance contact for Australian and overseas subsidiaries, supporting offshore compliance processes and escalating issues as required.
- Lead, coach and develop team members, and contribute to capability uplift across the broader finance function.
- Undertake other responsibilities and projects as directed by the Director, Central Finance Operations.

Key Selection Criteria

- Extensive experience leading annual statutory reporting and external audit processes within a large or complex organisation.
- Strong knowledge of accounting standards, external reporting obligations and financial control practices, ideally within a public sector, government or similarly regulated environment.
- Demonstrated expertise in taxation, including the ability to manage complex compliance obligations and provide clear, practical advice to finance and business stakeholders.
- Highly developed communication and stakeholder management skills, with the ability to influence, build trust and work effectively across a complex organisation.
- Demonstrated leadership capability, including experience leading teams, developing staff and fostering a collaborative and service-oriented culture.
- Strong analytical and problem-solving skills, including the ability to interpret complex issues, exercise sound judgement and implement practical improvements.
- Well-developed commercial acumen, including the ability to understand organisational drivers, assess financial implications and provide practical, value adding advice to support decision making.
- Proven ability to manage competing priorities, work both independently and collaboratively, and deliver high quality outcomes within tight timeframes.

- High level numeracy, attention to detail and professional judgement.
- Strong systems capability across financial, spreadsheet and reporting tools. Experience with Workday would be advantageous.

Qualifications

- A tertiary qualification in accounting, finance, business or a related discipline, together with substantial experience in financial accounting and taxation within a large or complex organisation.
- A professional accounting qualification such as CA or CPA is required.

Working with Children Check

Appointment to this position is subject to holding a valid Victorian Working with Children Check and other checks as required by the specific role. Maintaining a valid Working With Children Check is a condition of employment at RMIT.