

Assistant Financial Accountant

West Ryde, NSW

An exciting opportunity has become available to join the friendly and supportive Finance team at Koorong. This full time position represents a great career step for someone looking for an interesting and challenging role. We are seeking a highly motivated individual with critical thinking and excellent problem solving skills to identify, investigate and solve issues as they arise.

Responsibilities:

Reporting directly to the Chief Financial Officer, duties will be varied and include:

- Assisting in preparation and reconciliation of monthly management accounts
- General ledger account reconciliations
- Assisting with budgeting & expense control functions
- Playing a key role in creditor reconciliations

Key Criteria:

- At least 2 years similar experience (preferred)
- Tertiary qualifications

The successful applicant must have solid computer skills, be very comfortable using various software applications, have a keen eye for detail and be results driven.

Applicants will be task focused, demonstrate good organisational skills, be fast and efficient and have the ability to meet deadlines. You will display good communication skills. A keen understanding of Australian accounting principles is required.

Salary is negotiable depending upon qualifications and experience.

Koorong is Australia's leading Christian resource centre. With 15 stores Australia-wide and a thriving website, we provide the largest range at the best prices. We strive for excellence in customer service with a servant heart. Join us in the exciting privilege of providing Christian resources to your local community and beyond, with life changing possibilities! Koorong is part of Bible Society Australia group.

TO APPLY

Send a resume with cover letter to:

e: accjobs@koorong.com.au

Closing Date: 19 July 2016