

POSITION DESCRIPTION

Management Accountant



Reporting to: Retail Financial Manager

Date: May 2019

Role responsibilities

To encourage flexible work practices and to accommodate changes in responsibilities in line with business requirements, this document describes broad role responsibilities rather than detailed tasks

Analysis and reporting

- Deliver accurate and timely expense accruals, revenue and cost of goods sold accruals and variance analyses
- Apply sound judgement and knowledge of accounting standards to analyse, manipulate, and interpret data to produce accurate and meaningful financial reporting for the Retail business
- Accurate and timely communicate/reporting to internal and external stakeholders
- Ad hoc reporting, analysis and other tasks as required

Business alignment

- Regularly engage with and provide financial support to business stakeholders to assist in meeting the business needs

Accounting and Tax

- Maintain the General Ledger, Subledgers, Month End Accounting, P&L ledger and balance sheet to a high level of accuracy and reliability
- Prepare timely balance sheet reconciliations to a high level of accuracy and reliability

Compliance

- Deliver direct and indirect taxation matters for the Retail business in coordination with the broader Snowy Hydro group
- Work to ensure a high level of corporate governance and compliance with Retail's financial policies and systems
- Maintain sound knowledge of regulatory requirements and ensure all activities meet agreed standards

Required Competencies

- Attention to Detail
- Problem Solving
- Customer Focus
- Adaptability
- Communication

Preferred experience/qualifications

- 3+ years financial analytical and accounting experience
- Relevant tertiary qualification (e.g. finance, accounting, economics, mathematics)
- Relevant accounting qualification (i.e. completed or working towards CA/CPA)
- Proficient in Excel (and/or Google sheets)

Red Energy values

- Safety
- Agility
- Courage
- Decency
- Ownership
- Team Work