

Senior Manager, Finance

- *National office based in Adelaide*
- **Collaborative team and supportive management culture**
- *Full time permanent role*

Lead and manage a finance team in the effective delivery of a range of finance processes, management reporting and the provision of accurate financial reporting.

About the Role

The **Senior Manager, Finance** is responsible for leading all aspects of ONRSR's finance function, associated management reporting and related finance processes ensuring the provision of accurate financial reporting.

As a senior leader within Corporate Services the Senior Manager, Finance plays a critical role in supporting corporate strategy, delivery of organisational outcomes, fostering collaboration across the organisation and driving a high-performance culture. This role is responsible for leading, managing and improving the finance function and associated processes with a people centric approach.

About You

You have extensive experience in a senior management role managing a finance and accounting function. You also have the enthusiasm to lead with a growth mindset, inspiring your team through mentoring, coaching and development with a focus on employee experiences.

You are qualified as a chartered accountant or Certified Practicing Accountant with a minimum of 8 years post qualification.

To be successful in the position you should have:

- Proven experience in the development, management and ongoing review of financial management and associated policies and procedures.
- Proven experience in the development of financial reporting using analytical tools such as PowerBI.
- Sound knowledge of both State & Federal finance-related Acts and regulations and accounting standards and experience in ensuring compliance with these.
- Proven commercial acumen and contract management.
- Demonstrated ability to analyse and conceptualise problems, formulate and execute appropriate solutions and negotiate successful outcomes in an innovative and resourceful manner.
- An energetic, dynamic and proactive approach to issues, with a sound commitment to the achievement of results.
- Strong analytical skills that enable you to drive efficient cost management, service metrics and trend analysis to support recommendations and decision making.
- Strong organisational and interpersonal skills including excellent oral and written communications skills and the ability to negotiate and influence.

About us

The Office of the National Rail Safety Regulator (ONRSR) has the responsibility for regulatory oversight of rail safety throughout Australia. As an independent regulatory authority, ONRSR pursues safe railways for Australia by encouraging safe rail operations, enforcing national

compliance with the *Rail Safety National Law*, and promoting and improving rail safety across the country.

ONRSR actively encourages productive working relationships, a healthy work-life balance, workplace diversity and development of expertise. In addition, the organisation offers a commitment to learning and development, and flexible work options. Further details on the benefits of working at ONRSR can be found at <https://www.onrsr.com.au/about-onrsr/working-at-onrsr>

The Application Process

For further information about the role, please read the Position Description which is attached.

To help us learn more about you, we ask that your application includes:

- Your resume
- A cover letter of no more than two pages detailing why you are suited to the role.

As part of the recruitment and selection process, you will be required to undertake a criminal history check if you are one of the preferred candidates. The results may not necessarily preclude appointment to the position.

Personal information is handled in accordance with the Privacy Act 1988 and the Australian Privacy Principles. For more information, download our privacy notice or privacy policy at www.onrsr.com.au.

Enquiries to: People & Capability team – recruitment@onrsr.com.au

Salary: \$165,000 - \$185,000 + 10.5% super

Applications close: 4pm Monday, 20 March 2023

NOTE:

- *You must be an Australian citizen, permanent resident or hold a valid work permit or visa.*
- *Applications are sought from direct candidates only. No agencies please.*
- *Application closing dates are at the discretion of ONRSR and may change without notice.*

Senior Manager, Finance

Position Description

Corporate Services

Adelaide



About ONRSR

The Office of the National Rail Safety Regulator (ONRSR) plays an integral role in keeping Australians safe across the nation's vast and varied rail networks. Headquartered in Adelaide, and with offices around the country, ONRSR is an independent regulatory authority that encourages safe rail operations, enforces national compliance with the *Rail Safety National Law*, and promotes and improves rail safety throughout Australia.

Our People

At ONRSR we aim to enhance and promote rail safety nationally through effective risk-based regulation. To achieve that, we need people with the vision to contribute to the safety of Australia's railways – people who are professional, whose values align with ONRSR's values of independence, respect, integrity, diligence and excellence. People motivated by the opportunity to improve rail safety and by the benefits this delivers to the Australian community.

Our purpose

Safe railways for Australia





The Role – Your impact and contribution

The **Senior Manager, Finance** is responsible for leading all aspects of ONRSR's finance function, associated management reporting and related finance processes ensuring the provision of accurate financial reporting.

As a senior leader within Corporate Services the Senior Manager Finance plays a critical role in supporting corporate strategy, delivery of organisational outcomes, fostering collaboration across the organisation and driving a high-performance culture. This role is responsible for leading, managing and improving the finance function and associated processes with a people centric approach.

ONRSR is an independent corporate operating under the Rail Safety National Law (South Australia) Act 2012, this role is critical to providing assurance to the Executive Management Committee and Audit & Risk Committee that ONRSR's financial position is accurate and prudently managed in line with its legal and regulatory obligations.

	<p>Key Relationships</p> <p>Reports to: Executive Director, Corporate Services</p> <p>Internal: Board, Audit & Risk Committee, Executive Management and Budget Holders</p> <p>External: External Auditors Rail Industry Operators</p>
	<p>Your Responsibilities</p> <p>Activities</p> <p>Combining your enthusiasm for continuous improvement and your commercial curiosity, you will enhance financial operations with a view to creating a cost conscious culture in a challenging financial environment by:</p> <ul style="list-style-type: none"> • Providing a high level of leadership and management of the Finance team to ensure the efficient and effective management of ONRSR's financial position. • Providing expert advice to the Executive Management Committee, the Board and the Audit and Risk Committee on a broad range of financial and commercial matters. • Ensuring that ONRSR fulfils its statutory and audit obligations in relation to financial matters. • Ensuring that all financial operations comply with accounting standards and practices. • Managing payroll services, ensuring payroll is paid correctly, accurately and on time every time. • Delivering insightful and purposeful management reporting to support effective decision making. • Providing financial oversight and management of the cost recovery model, managing the timely issuing of all fees and charges. • Provide financial input into the development and monitoring key financial KPI's. • Managing ONRSR's assets and support the effective management of the procurement and contract management frameworks. • Establishing relevant Environmental, Social & Governance (ESG) reporting for internal and external stakeholders. • Leading the development and implementation of strategies associated with budgets, forecasts and cost management. • Providing efficient and effective cost management oversight, including management of the annual insurance programme, office and vehicle leases, and travel programmes and services. • Invest funds in accordance with the National Law. • Ensure the finance systems and processes are continuously improved for optimal performance while maintaining appropriate controls to support the management of key risks.



What you Bring – Key Competencies

Key to success in this role is that you have:

- Qualification as Chartered Accountant or Certified Practicing Accountant – minimum 8 years post qualification.
- The enthusiasm to lead with a growth mindset, inspiring your team through mentoring, coaching and development with a focus on employee experiences.
- At least 5 years' experience in a senior management role managing a full finance and accounting function, responsible for areas such as including:
 - budgeting, forecasting and analysis
 - Board level reporting
 - preparation of financial statements
 - payroll
 - FBT and GST calculations
 - cost management
 - statutory returns
- Proven experience in the development, management and ongoing review of financial management and associated policies and procedures.
- Proven experience in the development of financial reporting using analytical tools such as PowerBI.
- Sound knowledge of both State & Federal finance-related Acts and regulations and accounting standards and experience in ensuring compliance with these.
- Proven commercial acumen and contract management.
- Demonstrated ability to analyse and conceptualise problems, formulate and execute appropriate solutions and negotiate successful outcomes in an innovative and resourceful manner.
- Possess an energetic, dynamic and proactive approach to issues, with a sound commitment to the achievement of results.
- Strong analytical skills that enable you to drive efficient cost management, service metrics and trend analysis to support recommendations and decision making.
- Strong organisational and interpersonal skills including excellent oral and written communications skills and the ability to negotiate and influence.


Helpful qualifications and experience

You must hold and maintain an accounting qualification (either Chartered Accountant or Certified Practicing Accountant).

You must hold and maintain a current driver's licence, the right to work in Australia and be comfortable to undertake a criminal history check.

Your compliance

As a regulator, it is important that we are all on the same page when it comes to safety and risk management and everyone at ONRSR is responsible to actively supporting this aspect of our role to promote a positive and safe culture. ONRSR has a zero tolerance to the use of alcohol and non-prescription drugs for all workers while undertaking ONRSR work. This includes workers recalled to duty

	<p>unexpectedly who should decline to work if doing so puts them in breach of the Drug and Alcohol Policy.</p> <p>Other items of note</p> <p>On occasions, this role will require you to work outside of normal business hours, on weekends and public holidays. There is a requirement to travel which may include short stays in ONRSR interstate offices.</p> <p>Privacy Notification</p> <p>ONRSR requires personal information and documents relevant to your employment. The collection and handling of this information will be consistent with the requirements of relevant privacy laws.</p>
	<p>Our Commitment to you and your Commitment to ONRSR</p> <p>ONRSR is genuinely committed to investing in the capability of its staff. Opportunities to learn and enhance skills are made available through the delivery of our internal training programs which comprise of a mixture of internal and external offerings.</p> <p>ONRSR expects its people to contribute to the efficient and effective functioning of the organisation to meet ONRSR and team strategic goals. This includes actively participating in the Performance Development and Review process; demonstrating appropriate and professional behaviours in accordance with the Code of Conduct and values; providing assistance to team members if required; and undertaking other key responsibilities or activities as directed.</p> <p>I have read and understood the requirements of the position and agree to carry out the key responsibilities to the best of my ability.</p> <p>I understand that I may be required to perform other duties from time to time to fulfill the position requirements.</p>