Project Accountant – Nossal Institute for Global Health

An exciting opportunity to utilise your finance or accounting experience to support the financial management of projects in the global health sector with Nossal Institute.

This position contributes to the development of an organisational approach to the financial management of projects and portfolios by delivering robust project reporting and accounting.

You will be working closely with the Manager – Finance to undertake core project accounting activities including project lifecycle reporting, budgeting, forecasting, time sheet administration and financial governance.

You will enjoy working in a dynamic and collaborative environment; and have strong experience of project management accounting practices.

In addition to your project accounting expertise, your ability to work independently and adaptability to managing ad hoc requests are essential.

This is a full-time position (part-time at 0.8 FTE / 4 day week can also be considered) for a two-year fixed term contract.

The position is open to external candidates as well as secondment from the University of Melbourne.

Further details can be obtained from the attached Position Description or by contacting Annie Nguyen, Manager – Finance (annie.nguyen2@unimelb.edu.au).

Candidates are requested to submit a CV (maximum 4 pages), covering letter, and a separate statement addressing the selection criteria (both essential and desirable as outlined in the position description). Applications are to be forwarded to Nossal-HR@unimelb.edu.au with “Application – Project Accountant” included in the subject line.

Applications close – 5:00pm Monday 14 June 2021.

Nossal Institute is committed to workplace equity and diversity. We encourage applications from candidates from underrepresented groups, including people with diverse cultural backgrounds, gender identities and people with disability. We aim to remove barriers and apply the principles of reasonable accommodation in recruitment and more broadly in our work.

Only those eligible to work in Australia need apply.

Relevant background checks will be completed prior to the preferred candidate’s employment being confirmed.

**Please No Agencies**