



MSF Sugar Pty Ltd is an integrated grower, processor, marketer and exporter of raw sugar. We are Australia's largest sugarcane farmer, second largest raw sugar exporter and third largest miller. MSF Sugar has a 124 year heritage in Australia and a future which centres on being an efficient, reliable, high quality supplier of sugar to international markets.

Financial Accountant
Gordonvale

Applications are invited for the position of Financial Accountant to join the MSF Sugar Finance team. This is a fulltime 18 months fixed term position to cover for maternity leave and is located at our Corporate Office in Gordonvale, which is approximately 20km south of Cairns.

Reporting to the Group Finance Manager, you will hold a key role in the Corporate Compliance and Reporting Team. The role will be responsible for assisting in preparation of tax related and financial reporting for the group, maintenance of fixed asset registers, including budgeting and forecasting, P&L analysis, variance analysis and commentary.

This role would suit a professional with a strong analytical mind, advanced written and verbal communication skills, advance financial modelling skills and a self-starter. The successful candidate will need a minimum of five years' post qualification (CA/CPA/CIMA) experience within a medium to large scale commercial organisation in the role of corporate accountant, or from audit/taxation experience from mid-tier/Big 4 accounting firm.

MSF Sugar offers a supportive and positive team environment. This is an exciting opportunity to be part of a major player in Australian agribusiness.

Applicants may be required to undergo pre-employment medical and drug and alcohol testing.

Further information can be found on our website or by contacting:

Valerie Valdez – Group Finance Manager

Phone: 0429 849 167

Email: valerievaldez@msfsugar.com.au

To apply, click 'Apply for this job' via SEEK.

Applications close on **30th June 2019**.



Financial Accountant

POSITION TITLE:	Financial Accountant
------------------------	-----------------------------

POSITION AUTHORISATION:

INCUMBENT:	Financial Accountant (Signature) (Date)
PREPARED BY:	Group Finance Manager (Signature) (Date)
APPROVED BY:	Chief Financial Officer (Signature) (Date)

POSITION DEMOGRAPHICS:

Business Group/Division	Corporate – Finance
Reports Directly to:	Chief Accountant / Group Finance Manager
Reports Indirectly to:	Chief Financial Officer
Subordinates:	Trainee/Graduate Accountants
Team membership:	Compliance Team
Work Site:	Mulgrave Mill Office
Job Status:	Permanent / Fixed Term - Full time 12 – 18 Months
Hours in Attendance:	40 hour week
Qualifications / Experience:	Bachelor of Business/Commerce (Accounting) CPA/CA 5 - 10 years PQE Taxation and Financial Reporting experience

POSITION PURPOSE:

The role of the Accountant is to assist with tax and statutory reporting compliance to support the business operations and the finance team of MSF Sugar Pty Ltd to achieve overall company accounting objectives.

The Accountant's primary function is to:

- provide effective tax and accounting support to the business operations based in Far North Queensland and Maryborough,
- assist with the preparation of statutory reporting in compliance with the accounting standards,

HR Department Use Only

"Any HARD copies of this document are UNCONTROLLED"

Prepared By: Group Finance Manager	Date:	Document Number:	Electronic File & Path: G:\MCMAAdminData\Payroll\WINWORD\HR\PDs\Template			
Approved By:	Date:	Date Implemented:	Review Date:	Date of initial copy:	Update Version:	Page 1 of 4



- ensure compliance with applicable tax legislation as it applies to company financial functions.

AUTHORITY TO ACT

Compliance:

- Accounting Standards
- Corporations Act
- Taxation Act
- External audit / tax advisers.

Strategic Decisions:

- Best practice monthly, quarterly and yearly preparation of statutory reporting.
- Best practice taxation compliance for the MPAH group.

KEY RELATIONSHIPS (Internal & External)

The key relationships will be with the following:

- Compliance Team
- General Managers/Business Unit Managers
- Management Accountants/Business Analysts
- Shared Services Team
- Chief Financial Officer

Additional relationships

- External Auditors
- Internal Auditors
- External Tax Advisers
- ATO/ABS

KEY RESULT AREAS

Areas	Elements
Financial Reporting	<ul style="list-style-type: none"> • Preparation of monthly journals and reconciliations for consolidation for the group’s monthly financial reports. • Assist with the preparation of monthly, quarterly and annual statutory accounts in compliance with the accounting standards.

HR Department Use Only

“Any HARD copies of this document are UNCONTROLLED”

Prepared By: Group Finance Manager	Date:	Document Number:	Electronic File & Path: G:\MCMAdminData\Payroll\WINWORD\HR\PDs\Template			
Approved By:	Date:	Date Implemented:	Review Date:	Date of initial copy:	Update Version:	Page 2 of 4

Areas	Elements
Audit	<ul style="list-style-type: none"> • Provide assistance to fulfil the requirements of the external auditors. • Provide assistance to fulfil the requirements of the internal auditors.
Taxation	<ul style="list-style-type: none"> • Prepare/co-ordinate quarterly/annual tax effect documentation. • Review the monthly Business/Instalment Activity statements for entities in the MPAH Group • Calculate and lodge the Payroll Tax monthly and yearly returns for all subsidiaries in the MPAH group. • Coordinate the Fringe Benefits Tax details for the MSF group operations. • Assist in the preparation of Research & Development application and tax for the MPAH group operations.
Asset Register	<ul style="list-style-type: none"> • Maintain company asset registers on a regular basis so as to obtain accurate book and tax depreciation schedules for financial reporting and tax returns.
Reporting	<ul style="list-style-type: none"> • Coordinate and review ABS reports for all aspects of the business.
Subsidiary Accounting	<ul style="list-style-type: none"> • Perform the accounting function for minor subsidiary companies of MSF Sugar.

SKILL REQUIREMENT

Skill Category	Skills
Enabling Skills	University degree Post graduate diploma – CA/CPA

HR Department Use Only

“Any HARD copies of this document are UNCONTROLLED”

Prepared By: Group Finance Manager	Date:	Document Number:	Electronic File & Path: G:\MCMAdminData\Payroll\WINWORD\HR\PDs\Template			
Approved By:	Date:	Date Implemented:	Review Date:	Date of initial copy:	Update Version:	Page 3 of 4



Financial Accountant

Organisation Skills	Application of policy & procedures Record Keeping –Archiving Communication – logs, forms, memos, emails, reports, telephone Auditing
Essential Skills	Keyboard skills Advance Microsoft Word, Excel and Outlook operation Report writing Problem solving - investigation, analysis and decisiveness Compliance with legislation - policies and procedures Planning – prioritising
Desirable Skills	Ability to enlist co-operation Ability to explain accounting and taxation concepts Self-organised Reliability
Personal Traits	Self-motivated Takes initiative Precise – detail oriented Helpful Willing to share knowledge

GENERAL

This document outlines the unique characteristics of this position as a guide to role, scope and responsibilities of the position and skills required of the position incumbent.

In addition to these responsibilities the incumbent is an employee of the company and as such is accountable to the code of employee behaviour (Code of Conduct) defined by management and related to the company ten overarching policy statements.

Furthermore the incumbent's role is not limited to the areas defined but subject to the organization's needs, may be varied from time to time consistent with the incumbent's training and skills.

Finally, this document serves primarily to make clear to the incumbent the areas of organization activity for which the incumbent has sole or team member responsibility. Standards within which tasks are to be performed, performance is measured and targets are set for improvement will be covered under performance review and continuous improvement processes.

HR Department Use Only

"Any HARD copies of this document are UNCONTROLLED"

Prepared By: Group Finance Manager	Date:	Document Number:	Electronic File & Path: G:\MCMAdminData\Payroll\WINWORD\HR\PDs\Template			
Approved By:	Date:	Date Implemented:	Review Date:	Date of initial copy:	Update Version:	Page 4 of 4