

POSITION DESCRIPTION

Star Mountain Properties & Investments Limited

AM6013 - Senior Financial Accountant

Star Mountain Properties and Investments Limited (SMPIL) is the investment vehicle of the OK Tedi Landowners Royalty Investment Trust (OTLRIT). OTLRIT is one of the leading Landowner Trusts in PNG and is owned by more than 6000 beneficiaries of the 10 mine villages. Due to a recent acquisition in Australia and PNG, the Group requires qualified and experienced manpower.

SMPIL is inviting exceptional candidates to apply for this senior role. This position is based in Port Moresby.

SENIOR FINANCIAL ACCOUNTANT

The Senior Financial Accountant is responsible for handling financial functions and maintenance of the accounting records, compliance to all tax & IPA matters, preparing monthly financial reports and assist external auditors with all audit requirements.

Key Responsibilities:

- Review financial transactions and ensure all transactions are allocated to correct GL accounts, projects, jobs and cost centres
- Preparation of Annual Financial Statements in accordance with IFRS standards
- Assists with the preparation of budgets and forecasts
- Manages cashflow forecasts and manage treasury functions
- Preparation of monthly management reports with analysis for budget, forecast and actuals
- Financial Analysis of key performance indicators and metrics
- Adherence to and submission of Income Tax Return, GST, Salary and Wages, Annual Returns, Superannuation and other jurisdictional requirements
- Maintain accounting policies, compliant with accounting standards, and monitor the business compliance with these policies
- Reviewing inter-company transactions, liaise with financial staff and reconcile inter-company accounts monthly
- Reviews and maintains the Fixed Asset Registers
- Adhoc (special) jobs required by Chief Executive Officer.

Expected Competencies:

- Bachelor's Degree in Accounting
- CPA or working towards a full CPA status
- Minimum of 5 years related experience
- Computer literate with good knowledge on MYOB Accounting System
- Good knowledge on International Accounting Standards
- Mature with good communication and strong leadership skills.

APPLY NOW

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the application form and follow the website instructions to forward to us including a detailed CV and three current referees. A full PD can be requested from our office.

Alternatively, please call us on (+675) 7500 7500 or email recruitment@vanguard.com.pg

Applications close COB Friday 29th July 2022

Only shortlisted applicants will be contacted

To apply for this position:

- Download and complete the Application Form from <http://www.vanguard.com.pg>.
- Email the application to recruitment@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview