



## **General Manager, Finance and Corporate Affairs/CFO**

### **Purpose of position:**

The General Manager, Finance and Corporate Affairs / CFO has a key leadership and management role working in partnership with the portfolio areas in Cancer Australia. The position is responsible for the oversight and management of Cancer Australia's Finance, Corporate Affairs, compliance and Human Resources functions, by providing strategic direction and leadership to ensure the efficient achievement of Cancer Australia's organisational and operational goals.

Reporting to the CEO, and as a member of the Senior Management Team, the General Manager, Finance and Corporate Affairs / CFO is responsible for leading the provision of essential support services to the organisation. The span of control in the role includes: financial management (including as the Chief Financial Officer (CFO)) property and facility services; information and communications technology (ICT) development and services; agency security and compliance; human resources and organisational support services.

Relevant tertiary qualifications such as finance, human resources, management or a related field and membership of an appropriate professional body will be favourably regarded.

- Chartered Accountant/Certified Professional Accountant qualifications are essential.
- Demonstrated high level operational strategic thinking and equivalent conceptual, analytical, planning and management skills.
- Extensive knowledge of and experience of working in, the APSC's corporate governance frameworks.
- Demonstrated ability to manage people and build and lead a team that is focussed on providing service and achieving organisational outcomes.

### **Submitting Your Application**

Cancer Australia uses an online recruitment system (E-Recruit) to submit and receive all applications. A link to the candidate portal is provided on our website at <http://canceraustralia.gov.au/about-us/employment-opportunities>. In exceptional circumstances, applications may be submitted by email. You must contact the Recruitment Team via [recruitment@canceraustralia.gov.au](mailto:recruitment@canceraustralia.gov.au) or on 02 9357 9400 prior to application closing time if you are unable to submit an application via E-Recruit. Emailed applications will only be accepted prior to the closing time and with prior approval.

Candidates must base their applications on the selection criteria and role statement. Applications should also include resume.

**Closing Date: Sunday, 2<sup>nd</sup> April 2017.**