

Accountant (Finance)

Permanent | Part Time | 0.6 FTE

About the role

We are seeking an Accountant to join our team on a permanent part time basis. The Accountant will carry out a diverse range of financial and reporting tasks, including providing direct operational cover to the Financial Controller. This is an exciting development opportunity for an unqualified or newly qualified accountant looking to grow and expand their skillset.

Key responsibilities:

- Provide accountancy support including management accounting and financial analytic support at a standard suitable for general management and governance reporting
- Assist and work alongside the Financial Controller in providing day-to-day operational accounting and financial analytic support preparation of month-end and year-end accounts and Financial reports
- Assist the General Manager and the Senior Management team in preparing business cases and feasibility studies for projects and initiatives.
- Maintain the Fixed Asset register
- Assist and support Accounts Payable and Accounts Receivable with general day-to-day and monthly accounting duties

To be successful in this role, you will need:

- Understanding of the accounting and finance functions in a medium-size enterprise environment
- Excellent capability and general computer literacy to a level of being able to extract data and produce reports
- Attention to detail
- Excellent time management- respect for deadlines
- Customer focus
- A willingness and ability to adapt including a strong “can do’ approach.

What’s in it for you?

- Relocation assistance may be available (subject to terms and conditions).
- Comprehensive induction program.
- On-going personal development including subsidised professional training courses and conferences.
- 20% discount on hospital costs plus an external staff benefits program.
- \$2000* annually towards health insurance (*less deductions; conditions apply)
- Wellness program and incentives.
- A supportive, professional, caring and pro-active team.
- Long service leave entitlements.
- Planned annual closure over Christmas and New Years.
- Annual staff Christmas functions and other hospital celebrations.

Visit our website for more information on being a part of the Kensington Private Hospital whānau, www.kensingtonhospital.co.nz/work-at-kensington-hospital

Applications close 4:00pm Sunday, 23 July 2023 unless filled prior.