



Corporate Services Team Leader (Parental Leave – 12 Months)

Closing date: Wednesday 31 March 2021 at 5pm

This position is based in Julia Creek, the administrative centre of McKinlay Shire. Julia Creek is located in the heart of the North West, 650 kilometers west of Townsville and approximately 2.5 hours drive east of Mount Isa. Mount Isa offer direct flights to Brisbane and Julia Creek have REX flights to Mount Isa and Townsville three days per week. Julia Creek has a population of approximately 400 people; however the Shire's population is close to 1000 residents.

Julia Creek is a friendly community which punches well above its weight for a small community and offers an abundance of facilities and opportunities for its residents. The facilities include, medical centre, 24/7 accessible gym, swimming pool with water slides, dog park, bike safety park and indoor sports centre just to name a few. Recreational activities also are plenty with many great annual events (Races, Rodeos, Campdrafts, Arts & Cultural Workshops) taking place in the region.

Council have a staff of approximately 70 employees and the 2020/2021 budget provides for total revenue of \$37 million with total expenses of \$19 million, ensuring a balanced budget.

The Role

Working closely with the Executive Management team and External Accountants, this is an exciting opportunity for a full-time Corporate Services Team Leader to join the McKinlay Shire team based in Julia Creek for 12 months. The role will ensure the efficient and effective delivery of Corporate Financial Services as identified in Council's Corporate Plan.

Key responsibilities of the role are inclusive of:

- Maintaining Council's financial system including General Ledger, Budget Ledger, Asset Register, Revenue Register and Contracts Register
- Completion of end of month and end of year requirements and reporting
- Responsibility for statistical returns and acquittals
- Preparing Council's budget and budget reviews
- Management, training and supervision of 5 team members

Benefits

- Attractive Salary – Level 7 \$71,157.98
- Locality Allowance
- 5 weeks annual leave plus 17.5% leave loading

A recruitment pack, including Position Description, can be found on www.mckinlay.qld.gov.au, or by contacting the HR department on (07) 47 467 166, email employment@mckinlay.qld.gov.au