

Finance and Contracts Manager

- **Small, growing and extremely professional company**
- **Varied role with significant opportunity for process development**
- **North of river location with onsite parking and brand new offices**

High growth drilling company servicing the big names of mining in WA now requires a Finance and Contracts Manager to join their team. With some 7 years in operation and management's 20 years plus experience in the industry, this company has a reputation for highly professional service whilst maintaining the small business culture for their employees. Recently completed offices and multi-bay workshop in Wangara are a demonstration of their commitment to further growth.

The Finance and Contracts Manager will be responsible for the likes of overseeing the invoicing, payroll and accounts payable functions, preparation of BAS, cashflow management, financial reporting, payroll tax, contract management, insurances, process development and improvement, IT and management of the two member administration team.

Why you should apply:

- Friendly team providing outstanding service to large, reputable companies
- Significant role within the business, working closely with the MD
- North of the river location with ample parking and new offices

Key selection criteria:

- 5 years plus accounting experience in drilling or similar industry
- Degree level accounting qualifications
- Superior level of attention to detail
- Strong business acumen
- Previous experience successfully managing small teams
- Strong MYOB and Excel skills
- Flexibility to work beyond job description
- Well developed communication skills

To find out more about this outstanding opportunity, please contact Tammy on 08 9489 7040 and/or email your resume to tamara@checkside.com.au

All discussions and emails will be treated as highly confidential to protect your privacy.

Please note that we will respond only to candidates whom in our opinion have the required experience and suitability for this position.