

JOB ROLE STATEMENT

FINANCIAL ACCOUNTING MANAGER LEVEL 7

DIRECTORATE FINANCE AND COMMERCIAL SERVICES
BRANCH FINANCE SERVICES

POSITION NO P0061516

KEY RESPONSIBILITIES

Responsible for managing Main Roads' external financial reporting and the recording, valuation and reporting of infrastructure assets and other assets. Controls the development, review and documentation of financial management and accounting policies, standards and procedures.

KEY DELIVERIES

Financial Accounting

- Manage the Financial Management Act 2006 (FMA Act) requirements relative to the functions of Main Roads.
- Manage the preparation of monthly treasury whole-of-government financial reports and annual financial statements.
- Manage asset registers for infrastructure assets.
- Manage the valuation, depreciation and reporting of infrastructure assets and other assets.
- Manage the review and dissemination of information emanating from the Department of Treasury and Finance, Australian Accounting Standards Board, including accounting standards, interpretations, guidance, exposure drafts and concept statements.
- Provide a consultancy service to all areas of the organisation on financial accounting and reporting matters.
- Provide specialist advice in relation to accounting for major infrastructure assets.
- Lead and participate in project teams to solve complex and key financial management issues.
- Provide leadership and development of staff on financial management practices.

Policy and Practice

- Manage the documentation of accounting policies and procedures in the Financial Management Manual and other relevant manuals.
- Develop policies and procedures in relation to financial accounting matters and the valuation and accounting methodology to be adopted for infrastructure assets and other assets.
- Develop Project and General Ledger accounting structures that satisfy internal management reporting requirements and external reporting obligations.

Leadership and Management

- Manage employee behaviour, performance and development.
- Manage financial, technological, physical and other resources within agreed allocations to meet agreed outcomes.

Stakeholder Relationships

- Liaise with Department of Treasury and Finance and the Australian Accounting Standards Board in relation to the application of financial legislative requirements and financial reporting standards.
- Consult and negotiate with external agencies (Office of the Auditor General and nominated representatives, other State Road Authorities, the Transport Portfolio Agencies and other Government agencies) regarding accounting and financial management policies and practices.
- Represent Main Roads on external committees and working parties in relation to financial accounting and major infrastructure policy matters.

SAFETY, HEALTH AND WELLBEING (SHW)

Responsible for active participation and performance to SHW standards as detailed by the Main Roads' Safety, Health and Wellbeing (SHW) Management System - refer to "SHW Roles and Responsibilities Procedure" on 'iRoads' intranet.

LOCATION

Main Roads is a regionalised organisation with key delivery centres operating from the Kimberley to the Great Southern regions, including the metropolitan area. The incumbent of this position may be required to undertake a role in a region for a period of time.

DYNAMIC RESOURCING

The incumbent of the position may be required to perform any other role within the incumbent's level of skill, competence and responsibility as directed by the Managing Director of Main Roads to meet the organisation's objectives and the incumbent's development.

REPORTING RELATIONSHIPS

This position reports to:

(A) **TITLE AND LEVEL**
MANAGER FINANCE SERVICES

LEVEL 8

POSITION NO
P0052115

FINANCIAL ACCOUNTING MANAGER LEVEL 7

POSITIONS UNDER DIRECT SUPERVISION

List the position numbers, titles and levels of positions directly supervised

TITLE and LEVEL	POSITION No
Asset Accounting Manager	LEVEL 6
Financial Accounting Officer	LEVEL 5
Finance Analyst	LEVEL 4
Accounting Officer (x2)	LEVEL 3

ALL POSITIONS UNDER CONTROL

State number of positions only

CATEGORY	NUMBER
Salaried	1
	1
	1
	2
TOTAL	5

SELECTION CRITERIA – SHOULD BE ADDRESSED IN THE CONTEXT OF THE ROLE**ESSENTIAL:**

- A Degree in Commerce (Accounting).
- Comprehensive skill, knowledge and experience in:
 - preparation of financial statements in a large organisation
 - valuation, recording and reporting of assets
 - manage employee behaviour, performance and development
 - developing and applying financial management policies and procedures incorporating Australian Accounting Standards and other financial management legislation
 - building and enhancing stakeholder relationships
- Knowledge of:
 - policies and practices on Work Health and Safety (WHS), and on EEO, diversity and equity

DESIRABLE:

- Membership of a recognised Professional Accounting Body at CPA or CA or PNA status.

CERTIFICATION

1. The details contained in this Job Role Statement have been reviewed and conform to Main Roads guidelines.

SIGNATURE

BRANCH/SECTION HEAD

DATE

12.11.2025

2. The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

SIGNATURE

EXECUTIVE DIRECTOR FINANCE AND COMMERCIAL SERVICES

DATE

3. The details contained in this document have been reviewed and conform to Main Roads guidelines.

SIGNATURE

EXECUTIVE DIRECTOR HUMAN RESOURCES

DATE

12/11/25