



Australian Government

Department of Foreign Affairs and Trade

Assistant Director, Treasury (Professional Specialist), Canberra

Executive Level 1

Ongoing, Full time position

Salary: \$98,454 - \$110,129 plus superannuation

Job Reference: 739

We are seeking an experienced accountant to manage DFAT's treasury and Accounts Payable (AP) team and manage the relationship with DFAT's transactional banker.

The successful candidate should understand the current Whole of Australian Government cash management and banking processes including the Central Budget Management System (CBMS), foreign exchange and appropriation drawdown and reporting and have experience managing AP activities.

The successful candidate should have the ability to develop and document policies and procedures relating to treasury and AP and have experience working in the SAP environment.

Candidates' attention is drawn to the department's policy on recruitment or promotion to specialist positions. This position is categorised as a 'professional specialist'. Staff recruited to this position will be required to remain in the role for the duration of their employment with the department, unless they are successful in a subsequent merit-based selection process.

Candidates must be Australian citizens to be eligible for engagement and the successful candidate will undergo a comprehensive security assessment. Employment in the department is dependent on gaining a valid security clearance. Loss of a security clearance at any time will lead to termination of employment.

This is a security designated position and you will be required to have or be able to obtain a security clearance to Negative Vetting Level 2.

DFAT employees are expected to adhere to the APS values and employment principles in terms of performance and standards of behaviour.

Please visit the [DFAT website](#) to view further details of the position and to submit an online application by Monday 6 June 2016 at 2pm AEST.