



Business Costing and Financial Analyst

FINANCE BUSINESS SOLUTIONS
CHANCELLERY DIVISION



About QUT

QUT is a major Australian university with a global outlook and a 'real world' focus. We are one of the nation's fastest growing research universities and our courses are in high demand.

We are an ambitious and collaborative institution that seeks to equip our students and graduates with the skills they will need in an increasingly disrupted and challenged world. We are transforming the student experience we offer our 50,000 students and we place a premium on the international and national accreditation of our various professional degrees.

Our internationally award-winning Science and Engineering Centre is home to The Cube, acknowledged as one of the world's largest digital interactive learning and display spaces. QUT established the world's first Creative Industries Faculty, and we invest heavily in collaborative learning and interdisciplinary research environments, including the \$95M Education Precinct.

Further information about QUT can be obtained from the website at www.qut.edu.au.

Our Vision

QUT's [Blueprint 6](#) is our institutional strategic plan. The Blueprint formalises QUT's ambitions and declares our strong sense of purpose which is to provide transformative education and research relevant to our communities. It provides a framework and strategies to enable QUT to realise our vision to be the university for the real world and identifies the following priorities:

- support aspiration and inclusion
- encourage creativity and entrepreneurship
- embrace digital transformation and technology
- embed principles of health and wellbeing
- support Indigenous Australian engagement, success and empowerment
- enable professional engagement and ethical leadership and,
- focus on the environment and sustainability

Aligned to and supporting our vision are the QUT Values. These Values highlight what makes QUT distinct and successful. Providing a compass for our decisions, actions and behaviours and strengthening our community.

QUT Values

- Ambition
- Curiosity

- Innovation
- Integrity
- Inclusiveness

About the Chancellery Division

The Vice-Chancellor and President is responsible to Council for providing leadership to the University and for the academic, financial and administrative functions of the University. The Vice-Chancellor is also QUT's chief representative on external forums.

The Vice-Chancellor leads the Chancellery Division which includes the Business Development and International Portfolios, Indigenous Strategy, Government Relations and Policy, Assurance, Risk and Integrity Services, Marketing and Communication, and Finance Business Solutions.

The Office of the Vice-Chancellor provides support and manages the business of the Vice-Chancellor and Chancellery Division. The Chancellery supports the University Executive in fulfilling their responsibilities to Council for providing leadership to the University and its academic, financial and administrative functions.

About Finance Business Solutions

Within the Chancellery, Finance Business Solutions is responsible for a range of business functions to facilitate the ongoing financial and planning viability of the university in realising QUT's strategic aims and objectives, whilst maintaining a customer centric approach when engaging with the university community, industry and government.

About the Position

The Business Costing and Financial Analyst is responsible for:

- Business cases and business model development
- The costing framework and management, including costing system
- The student load management strategy and integrated planning model (IPM) operationalisation
- The pricing framework and management
- Financial analysis, modelling and decision support

- Relevant policies and procedures associated with this function

The Business Costing and Financial Analyst is required to maintain a comprehensive knowledge of the Division's activities and projects; keep abreast of broader university operations and initiatives; oversee the University's student load management function; and work collaboratively with faculties, divisions and institutes throughout the University.

The Business Costing and Financial Analyst reports to the Associate Director, Strategy and Business Modelling for supervision, workload management and for Performance Planning and Review (PPR).

Key responsibilities include:

- In collaboration with the Planning and Reviews function with the Administrative Division, develop and maintain the University's business case and business planning framework and associated policies, procedures and systems.
- Development and maintenance of the University's costing and pricing methodologies, associated policies, procedures and systems.
- Development and implementation of a student load management framework and associated strategies aligned to the University's budget and funding model.
- Delivery of high quality and insightful financial and student load analysis and support that informs strategic decision making.
- Supporting integrated resource planning activities as part of the business planning approach to optimise strategic decision making and organisational performance.
- Work in collaboration with business partners and other senior staff on a range of financial and resource matters including business cases, student load planning, capital budgeting, financial planning, funding strategies and cross functional projects.
- Coach and develop a team and promote a culture of high performance, fostering stakeholder collaboration and consensus, through encouraging the proactive development of skills and capabilities and the setting and monitoring of agreed performance targets.
- Other activities as directed
- Compliance with health and safety policies, procedures, hazard reporting and safe work practices.

Real World Capabilities

To deliver on QUT's global, collaborative and connected vision requires a workforce that embodies the following capabilities:

- Agility and openness to change
- Connectivity and collaboration (intra and inter-disciplinary)
- Cultural inclusion
- Digital literacy
- Future-focused thinking (strategic, innovative & design and entrepreneurial)
- Global in intent and reach
- Leadership of strategy, action and others
- Performance and resource management

Type of appointment

This appointment will be offered on an ongoing, full-time basis.

Location

Gardens Point campus

Selection Criteria

1. Postgraduate qualifications and extensive relevant experience; or extensive management experience and proven budget and/or financial expertise; or an equivalent combination of relevant experience and/or education/training.
2. High-level interpersonal and verbal communication skills with the ability to establish rapport quickly and manage collaborative working relationships, engage with diverse client groups and work effectively in a high-performance team to achieve business outcomes.
3. Demonstrated experience in managing enterprise wide financial and non-financial information, business case and planning coordination and management.
4. Proven experience in financial and data analysis and computerised modeling for strategic resourcing purposes.
5. Proven effective leadership and management skills that drive teamwork, high performance and excellence in service provision.
6. Demonstrated knowledge and skills in contemporary financial management, with the ability to undertake special project tasks and project specialist advice on the operation of financial policies, processes and reports.
7. Sound knowledge of the principles of equal opportunity, equity, and workplace health and safety, and an ability to implement these principles at a strategic and/or operational level appropriate to the position.

Desirable

1. Professional membership of The Australian Society of CPA, Institute of Chartered Accountants or equivalent.

Remuneration and Benefits

The classification for this position is Higher Education Worker Level 10 (HEW10) which has an annual remuneration range of \$144,877 to \$162,042 p.a., which is inclusive of an annual salary range of \$122,188 to \$136,664 p.a., 17% superannuation and 17.5% recreation leave loading.

Beyond personal and professional fulfilment, a career at QUT brings a broad range of tangible benefits. With competitive remuneration including superannuation, the University offers real and generous benefits.

QUT is a high quality and flexible organisation that is proud of its excellent employment conditions which include but are not limited to:

- Reduced working year scheme
- Parental leave provisions
- Study support encompassing leave and financial assistance
- Comprehensive professional development
- Salary packaging

Further benefits can be found at the [Working at QUT](#) page.