



SENIOR FINANCIAL CONTROLLER / CHIEF FINANCE OFFICER AND COMPANY SECRETARY

Reporting to: CEO

Direct Reports: Y

Location: Randwick, NSW

The Company

Ocius Technology is an Australian company that builds autonomous Uncrewed Surface Vessels (USVs). These USVs use the energy of the weather - sun, wind, and waves, to act as persistent monitoring and communications platforms. We are embarking on an ambitious program of building and deploying multiple USVs for operations around Australia and beyond.

The Function

The Finance and Company Secretariate function is responsible for management and oversight of all financial and compliance matters within the Ocius group of companies.

The function is accountable for, Order to Cash Management, Planning and Management Accounting, Financial Analysis and Reporting, Tax, along with company secretariate accountabilities including Risk Governance and Compliance.

The function will also be accountable for Human Resource Management services, practices, and support across the organisation,

The Role

The role is accountable for overseeing, leading, and planning the end-to-end accountabilities for the finance function providing leadership to the finance and human resource team. The CFO will collaborate closely with other company senior executives, such as the CEO and COO. These officials are referred to as the C-Suite for their proximity in decision-making on behalf of this organization's highest level, which reflects them best representing all stakeholders involved within it.

The role holds strategic oversight and delivery of all aspects of financial management ranging from accounting to investment and financing. The role provides strategic oversight and compliance of the organisation, identifying the risks and opportunities behind financial data and act as a strategic business partner for the CEO and protects the company's revenues and profits to achieve full financial control and sustainable growth.

The Role Size

The role is accountable for managing the financial viability of the organisation with a direct impact and influence into company financial performance. Therefore, the role holds significant influence and impact across the organisation as considered as a trusted adviser to the CEO, Board, and leadership team. The role has a direct impact to company strategy and performance. The role holds a high degree of decision-making rights.



Key Responsibilities

Company Secretariat and Regulatory Compliance

- Oversight and management of corporate governance policies and procedures!
- Ensure compliance with all accounting, tax, and governance requirements.
- Manage the relationship with any external financial service providers including but not limited to Tax Agent; Auditor; ASIC Registered Agent (if applicable)
- Develop and manage the Risk Management Framework
- Management of the companies Share Registry system and oversight of shareholder communications.
- Management and oversight ASIC reporting
- ESOP administration

Planning, Financial Analysis and Reporting

- Building models, analysing data, and preparing statements to reconcile income with expenses to keep track of the company's earnings and projected cash flow.
- Responsible for all financial reporting within the group including maintenance of accurate accounting systems.
- Oversight and management of all income and expense processing systems including employee and contractor remuneration.
- Provide accurate and timely reporting to management to facilitate effective decision making within the business, including but not limited to; expenditure reporting, profitability by business unit and cashflow analysis and forecasting.
- Provide accurate and meaningful reporting (including recommendations where appropriate) to the Board to assist Directors fulfil their duties. Including but not limited to Profitability information and analysis; Cashflow forecasting; Risk Management

Order to Cash Management and Management Accounting

- Accountable for leading the team and supporting the delivery of Accounts Payable/ Receivable
- Managing Grant Funds and Provisions
- Debt and Investment Management
- Inventory Procurement Accounting
- Bank Accounts and Authorisations
- Payroll processing, ensuring compliance with Modern Awards



Human Resource Management

- Accountable for overseeing the Human Resource Function, which serves to design and implement end to end people practices including compliant attraction, retention and development strategies, programs, and initiatives.

Leadership

- A senior position in the organisation and contributes with positive impact as part of the leadership team.
- Accountable for contributing to and influencing Ocius strategy.
- Lead, manage and develop a team of finance and hr professionals.
- Contributes to fostering the desired culture, building capability.
- Role model work health and safety practice.

Qualifications and Experience

- CPA/CA qualified
- Proven experience as **CFO or** Financial Controller or similar experience working in a small organisation.
- In depth knowledge of corporate financial regulations and risk management practices
- Demonstrated experience in translating complex concepts to leadership for awareness and education to support decision making.
- Exceptional knowledge of data analysis and forecasting methods and experience in application
- Proficient in the use of MS Office and financial management software
- Ability to strategize and solve problems.
- Strong leadership with proven experience leading finance and hr teams

Essential requirements

- B. Commerce / Business / Accounting or similar.
- Must be an Australian citizen.
- Ability to obtain and maintain a minimum Defence Security clearance baseline.