



Position Description - Draft

Position title:	Financial Accountant	Date:	Aug 2026
Reports to:	Group Finance Manager	Department:	Finance
Number of reports:	Direct: 0 Total (include indirect): 0	Location:	National Support Office
Delegated financial authority:	None	Budget ownership:	No
Level of influence:	Leading self Leading others Leading leaders Leading the Organisation		

Our Organisation

At Southern Cross Healthcare, our vision is to help people live their best lives by reimagining healthcare.

Across our nationwide network, we combine the skills of more than 4,000 people including nurses and anaesthetic technicians, working with specialists, surgeons, anaesthetists, and allied health practitioners.

As New Zealand's largest private provider of healthcare, our strong "for purpose ethos" and through being recognised as one of New Zealand's leading and most trusted brands, we are poised to amplify the delivery of healthcare services like no other.

Vision	Purpose
Our vision is for what we aspire. To help people live their best lives by reimagining healthcare.	Our purpose is why we exist. To advance the provision of quality healthcare in Aotearoa New Zealand.

Values and Behaviours

Care First: We bring our whole heart to work, We treat everyone with equitable care and respect, We take pride in everything we do

Better Together: We actively seek out different perspectives and experiences, We build genuine connections, We lift each other up

Pursue Excellence: We embrace fresh thinking in the constant pursuit of excellence, We challenge ourselves to think differently, We turn ideas into action through consistent mahi.

Role Purpose

Reporting to the **Group Finance Manager**, the Financial Accountant plays a key role in supporting financial reporting and compliance.

Key Relationships

Internal

- National Support Office resource team
- Hospital managers and administration staff
- Joint venture managers and administration staff
- Business Partnering and Analytics Team

External

- Internal and External Auditors
- Banking partners

Key Accountabilities

- Preparation of month end journals relating to revenue and cost accruals.
- Support with capitalisation of fixed assets and management of WIP as required.
- Responsibility for monthly balance sheet account reconciliations, investigating and resolving outstanding items.
- Assisting with preparation of annual financial statements and tax returns.
- Analyse existing processes and recommend improvements as regards efficiencies and internal control compliance.
- Collaborate with finance teams, hospital administrators, and department heads to drive financial transparency.

Health, Safety and Wellbeing

- All employees are responsible for complying with health and safety policies and procedures.
- You are responsible for your own health and safety while at work and ensuring that your actions or inactions do not put others at risk.
- Identify, report and self-manage hazards where appropriate.
- Ensure that you complete early and accurate reporting of incidents at work.
- Participate and co-operate for shared health and safety responsibilities.
- Actively participate where improvements to health and safety at SCHL can be made.

Commitment to the principles of Te Tiriti o Waitangi

- Demonstrate awareness and understanding of Te Tiriti o Waitangi obligations through manaakitanga (respect) and kawa whakaruruhau (cultural safety) as evidenced in interpersonal relationships.

Commitment to Diversity, Equity and Inclusion (DEI)

- Honour diversity by acknowledging and respecting others' spiritual beliefs, cultural practices and lifestyle choices as evidenced in interpersonal relationships.
- Seek opportunities to include diversity, equity and inclusion practices in everyday work.

Commitment to Environment, Social and Governance (ESG)

- Engage in sustainable practices whenever possible. Try to reduce the environmental impact of your work and take an active role to initiate change to meet Southern Cross' ESG (Environmental, Social and Governance) commitments.
- Actively engage to improve your knowledge regarding sustainable practices whenever possible.

Role Requirements

Experience and skills required:

- Significant practical experience in a financial accounting role in a medium to large sized business
- Strong experience in financial reporting, compliance and risk management
- Advanced Excel skills
- Experience with a medium/large systems (i.e. Technology One, MS Dynamics, Oracles, SAP, JDE)

Experience and skills desirable:

- Network business (i.e. multiple business units/subsidiaries)
- Knowledge of healthcare financial structures, budgeting and operational finance principles

Education and qualifications required:

- Accounting degree or equivalent
- CAANZ membership or equivalent

Personal Attributes

Human Centred Leadership

- Empathy
- Adaptability
- Connection

Performance Coach

- Accountability
- Engagement
- Collaboration

Change Enabler

- Execution
- Energy
- Contribution