

# Finance Support

Financial Generalist Role  
3-4 Month Contract  
Based at Lincoln



## Expressions of Interest – Fixed Term Role

We require experienced finance assistance for a short-term contract. Reporting to the Project Accountant, this is a varied role supporting the finance team with a range of general financial and office activities including:

- Accounts payable and receivable
- Data input into SAP
- Banking and reconciliations
- Monitoring taxi and fuel card expenses as well as general expenses
- Accountancy filing
- Back up duties and general office duties

The financial area of NZC is currently in the process of finalising SAP implementation and accordingly knowledge of SAP is preferred but not essential as training will be provided.

Applicants for this role must have previous accounts payable, cashbook and accounts receivable experience, a sound knowledge of accounting disciplines as well as absolute attention to detail and accuracy. Competency in the use of current Microsoft Office programmes, particularly Outlook, Word and Excel is essential.

If you are available for an immediate start with a vibrant and dynamic organization please email your details to:

[fbarnham@nzcricket.org.nz](mailto:fbarnham@nzcricket.org.nz)

Or phone Frances Barnham 021 538 003

Applications close 17 February.