

Position Description – Financial Analyst

Updated 02/06/2026

POSITION DETAILS	
Portfolio	Corporate Services
Organisational Unit	Finance and Procurement Services
Supervisor (Title)	Finance Business Partner
Classification	Higher Education Officer Level 5
Employment Type	Continuing, full-time

POSITION SUMMARY
<p>Under general direction, the Financial Analyst provides high quality financial analysis, assists with the development of budgeting and funding models and conducts feasibility studies and business cases.</p> <p>The incumbent plays a role in monitoring and reporting financial performance against College/Portfolio financial plans.</p>

UNIVERSITY EXPECTATIONS AND VALUES
<p>All staff at Flinders are responsible for understanding their obligations and responsibilities as set out in the University's code of conduct and are expected to:</p> <ul style="list-style-type: none"> • demonstrate commitment to the University's values of Integrity, Courage, Innovation and Excellence • demonstrate consistent alignment with the University's strategic priorities through daily decisions, teamwork and behaviours that reinforce the strategic intent. • contribute to the efficient and effective functioning of the team or work unit to meet the University's objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members, if required, and undertaking other key responsibilities or activities as directed by one's supervisor; • promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity; • perform their responsibilities in a manner which reflects and responds to continuous improvement; and • familiarise themselves and comply with the University's <i>Work Health and Safety, Injury Management and Equal Opportunity</i> policies. <p><i>Flinders University is committed to providing a safe, respectful and inclusive environment, free from gender-based violence. Appointment to this role is conditional on the completion of required pre-employment checks and declarations, each of which must be satisfactory to the University. This includes a Gender-Based Violence declaration, in accordance with the National Higher Education Code to Prevent and Respond to Gender-Based Violence (2025), and a Nationally Coordinated Criminal History Check.</i></p>



KEY POSITION RESPONSIBILITIES

The Financial Analyst will be accountable for:

1. Providing high quality financial analysis and advice and support all aspects of financial management.
2. Monitoring financial results in comparison with the University approved budget/forecasts providing value added insights.
3. Preparing management reports and papers in an accurate and timely manner for senior management, Council and its related Committees.
4. Assisting the Finance Business Partner with the development of costing and funding models, feasibility studies and business cases.
5. Preparing components of College/Portfolio performance reports for University committees.
6. Ensuring timely, accurate and insightful variance analysis reporting.
7. Ensuring timely and accurate management reporting.
8. Ensuring robust financial and funding models developed.
9. Any other responsibilities in line with the level of the role as assigned by the Supervisor and/or the University.

KEY POSITION CAPABILITIES

- Tertiary qualification in Accounting or related area or an equivalent combination of relevant experience and/or education and/or training.
- Ability to produce timely, accurate and insightful variance analysis reporting.
- Demonstrated ability to produce accurate management reports.
- Experience in the development of financial and funding models.
- High level analytical and problem-solving skills.
- Ability to work as part of a team and provide consistent high levels of service.
- Ability to respond to competing priorities and work within a deadline driven context.
- Knowledge of/and or experience working within the higher education sector would be an advantage.

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Agenda 2035

