

Candidate Information

Finance Business Partner

Central Highlands Rural Health

HRS

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About Central Highlands Rural Health

Our Purpose:
Best care to every person every time

Who We Are:
We are a leader and trusted steward for rural health, recognised for delivering appropriate metropolitan quality services in a rural setting.

We balance deep local engagement with the benefits of our independence with regional decision making, and proactive participation in broader regional health networks.

CHRH has a strategic quality framework that we call 'Best Care'. Best care is defined as care that is Personal (person centred), Safe (no harm from service provision) Connected (integrated with other services and communicating well) and Right (based on the evidence).

Central Highlands Rural Health (CHRH) has played an important part of the Macedon Ranges and Hepburn Shire communities for more than 160 years. They provide various healthcare services to people living in rural areas, with campuses in Clunes, Creswick, Daylesford, Kyneton and Trentham.

This includes hospitals in Kyneton, Creswick, and Daylesford, aged care facilities in Daylesford, Trentham, and Creswick and community nursing and community health services across our campuses.

The community is made up of a mix of rural and peri-urban populations. They have long-time residents, people who have moved to enjoy a rural lifestyle, and commuters who travel to nearby cities like Ballarat, Bendigo, and Melbourne. About one-third of the community lives in rural areas.

They value and support the diversity within the community and understand that different people have different needs and lifestyles.



Living In the Central Highlands region

The Hepburn and Macedon Shires offer a diverse community and the area renowned for indulgence, relaxation and its spectacular mineral springs, heritage buildings, parks, reserves and native forests. Located in central Victoria and ideally situated within easy access to Melbourne, Ballarat and Bendigo, it is a fabulous place to visit, live and work.

The region is known for its delicious food and wine, mineral springs, wellness retreats, beautiful walking trails and annual events and festivals.

There are a variety of markets that take place throughout the Shire, including the weekly Daylesford Sunday Market and a host of monthly markets in Creswick, Clunes, Trentham and Glenlyon.

The region has a rich cultural history which began with our Traditional Owners and has been enriched by migration during Victoria's gold rush era. This cultural diversity is celebrated through festivals and events and preserved through museums and historical societies.

The region offers a blend of beautiful natural landscapes, a temperate climate, and a strong community life with proximity to Melbourne. Residents can choose from various housing options, including period homes and rural retreats, while enjoying excellent local amenities like schools, sports facilities, cafes, and cultural events.

The region is well-connected to Melbourne by public transport and car, making it a popular choice for families and those seeking a "tree change".



About The Role

The Finance Business Partner (FBP) will work closely with all stakeholders to ensure that all internal and external reporting obligations are met, and that the financial reports are accurate and compliant with relevant accounting standards and reporting deadlines.

This position will work interchangeably with the senior finance team and CHRH management to prepare operating and capital budgets, monthly business forecasts, activity reporting and variance analysis, cash flow monitoring and forecasting.

The position will also work closely with the finance team and management to co-ordinate internal and external audit and implement audit recommendations.



Key Selection Criteria

Essential

- Tertiary qualifications in Accounting
- Demonstrated experience in preparation of annual financial statements.
- Proven analytical and financialmanagement skills with the ability to collate and critically analyse data, identify issues, assess options, and prepare recommendations.
- Highly developed interpersonal skills including conflict resolution, negotiation, consultation and communication skills.
- Track record in delivering improvements in financial systems and procedures.
- Management skills and practices which engage and motivate staff to achieve quality outcomes, meet targets and deadlines, and improve and optimise performance.
- Strong time management skills, demonstrating the ability to prioritise workload and produce accurate and timely reports within strict and competing deadlines
- Proven ability to stay abreast of changes to accounting standards and external reporting requirements and adapt internal processes to ensure compliance as necessary.
- Highly developed written and verbal communication skills
- Highly developed computer literacy including experience with Financial Management Information Systems and Microsoft Office, including advanced skills in Excel.
- 5+ years of experience within a Health Service
- Current, satisfactory National Police Records Check.

Preferred

- CPA or CA qualifications
- Experience with Oracle, Powerbudget, Chris21, RosterOn, IPM, Uniti, Aims
- In depth knowledge of Aged Care, Acute and Community Funded programs
- Knowledge of Enterprise Bargaining Agreements applicable to Nursing, Admin, Allied Health and Health Professionals

Remuneration

This is a Full Time role

The remuneration package is based on the Victorian Public Health Sector (Health and Allied Services, Managers & Administrative Workers) Single Interest Enterprise Agreement 2025- 2027. Classification HS7.

The TRP is inclusive of:

- Base Salary
- Superannuation

Other benefits:

- Salary packaging benefits
- Learning and development support

How to Apply

Applications should include a:

- Covering Letter
- Current CV
- Statement addressing the Key Selection Criteria; and
- Completed Application Form (available on the HRS website).

Applications can be lodged online via the HRS web site or by email at:
hrsa@hrsa.com.au

Applicants close: 11th December 2026

Further Information

John Cross
Director
Health Recruitment Specialists
0417 332 598

The kind of expertise that only comes from years of experience.



HRS