

Business Manager

We have a unique opportunity for a full time experienced Business Manager who has a passion for business contemporary management practices, finance infrastructure, and people leadership skills to lead our Office Administration team with executive responsibility for the College finances.

The successful applicant will:

- Possess an authentic commitment to the Catholic ethos of the College
- Possess appropriate tertiary qualifications and experience
- Demonstrated capacity to lead teams with strong relational skills
- Demonstrate strong Information, Communication and Technology skills (ICT)
- Demonstrate an understanding of Human Resources and contract management
- Possess an understanding of governance, compliance and risk management practices
- Experience with management of capital projects, master planning and scenario development

For more details about the role, please download the position description from www.sakyabram.catholic.edu.au under employment

Please email your cover letter and resume addressing the key selection criteria to: principal@sakyabram.vic.edu.au

Applications close Wednesday 26 April at 4.00pm

St Augustine's College is committed to promoting the safety, wellbeing and inclusion of all children. CES Ltd embrace diversity and social inclusion and encourage people from diverse backgrounds to apply.



College Values

Community

Learning for Life

Human

Flourishing

Faithfulness

Partnership