Australian Government

ANSTO
Science. Ingenuity. Sustainability.

POSITION DESCRIPTION

Position Title:	Senior Capital Accountant
Cluster / Business Unit / Division	Finance and Business Support
Section or Unit:	Finance
Classification:	Band 7
Job Family:	Accounting & Finance
Position Description Number:	PD-2656
Work Contract Type:	Professional
STEMM/NON-STEMM:	NON-STEMM

POSITION PURPOSE

The Senior Capital Accountant is ANSTO’s enterprise technical authority for capital and asset accounting, providing senior assurance over capital governance, fixed asset accounting, financial reporting integrity and audit readiness across the capital portfolio and fixed asset environment.

ORGANISATIONAL ENVIRONMENT

ANSTO is a leading global nuclear science and technology organisation delivering world class research and expertise to benefit Australia and support a more sustainable future. Using nuclear science, we improve health, support industries, provide expert advice to government on nuclear technologies and help develop Australia’s nuclear workforce.

The Finance and Business Systems Group brings together several Corporate Services Functions from across ANSTO, creating greater synergies across operational areas of our organisation, and more streamlined interfaces with the Department of Industry, Science and Resources and other Federal agencies.

- Finance
- Procurement, Warehouse and Distribution
- Corporate Affairs
- Legal Services
- Integrated Business Process
- Enterprise Program Management Office

The role operates across ANSTO’s capital portfolio and fixed asset base, influencing enterprise capital governance and strengthening consistency, control and audit defensibility in capital and asset accounting outcomes.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

- Provide enterprise-level technical accounting direction for capital projects, major OPEX projects, assets under construction and capitalisation matters.
- Own and maintain capital and asset accounting policies, controls, guidance, templates and decision tools.
- Provide senior assurance over fixed assets, capital work in progress, reconciliations, valuations, impairments, disposals and reporting outcomes.
- Review, challenge and influence capital governance submissions where accounting treatment, audit evidence or financial reporting risk is material.
- Resolve complex and precedent-setting capital and asset accounting matters with Finance, EPMO, project teams, asset owners, auditors and valuers.

- Provide evidence-based advice and assurance for executive, audit and governance reporting.
- Lead improvements to enterprise capital and asset accounting processes, controls, reporting and data quality.
- Provide functional leadership, technical guidance, coaching and escalation support to Finance stakeholders without direct people management accountability.
- Undertake additional duties consistent with the role.

Decision Making

- The position operates within ANSTO policies, accounting standards, financial control frameworks and approved delegations.
- The role independently sets priorities and applies senior professional judgement to complex, material and ambiguous capital and asset accounting matters.
- The role may endorse, challenge, condition, defer or escalate capital governance submissions where evidence, treatment, financial reporting risk or audit defensibility requires further resolution.
- Exceptional, sensitive or high-impact matters are referred to the Group Financial Controller, Deputy Chief Financial Officer or relevant governance forum.
- All delegations are in line with the ANSTO Delegation Manual AS-1682, as amended or replaced.

Key Challenges

- Balancing competing enterprise, project, reporting and stakeholder priorities while maintaining control integrity.
- Providing authoritative accounting direction across a complex and material capital portfolio.
- Maintaining compliant, well-documented and audit-defensible asset accounting outcomes.
- Influencing senior stakeholders to apply capital and asset accounting requirements consistently.

KEY RELATIONSHIPS

Who	Purpose
Internal	
Group Financial Controller	Provide senior advice, assurance and escalation support on capital and asset accounting, audit, governance and reporting matters.
Senior Asset Accountant	Provide dotted-line technical direction, quality review and escalation support.
Finance team members	Collaborate on reporting, reconciliations, financial statements, audit support and process improvement.
Enterprise Program Management Office / EPMO	Provide Finance authority and input to project set-up, funding reviews, business cases, governance, approval gates and reporting.
Project teams, asset owners and Asset Maintenance	Provide guidance on capitalisation, assets under construction, useful lives, asset categorisation and transfer to fixed assets.
External	
External auditors / ANAO	Provide evidence and technical explanations for audits and reviews of capital projects, CWIP and fixed assets.
External valuers / service providers	Coordinate and review valuation-related asset information and required adjustments.

POSITION DIMENSIONS

Staff Data

Reporting Line	Reports to Group Financial Controller
Direct Reports	Nil
Indirect Reports	Nil. Dotted-line technical relationship with the Senior Asset Accountant only.

Financial Data (2025-2026)

Revenue / Grants	N/A
Operating Budget	N/A
Staffing Budget	N/A
Capital Budget	Enterprise capital accounting governance and assurance role; no direct budget ownership.
Assets	Senior technical oversight of fixed asset and capital work in progress accounting outcomes.

Special / Physical Requirements

Location:	Lucas Heights
Travel:	May be required to travel to ANSTO sites from time to time.
Physical:	Office-based physical requirements, including sitting, standing, minimal manual handling, movement around the office and site, extended periods working at a computer and occasional public speaking.
Radiation areas:	Not routinely required.
Hours:	Willingness to work extended and varied hours based on operational requirements.
Clearance requirements:	Satisfy ANSTO security and medical clearance requirements.

Workplace Health & Safety

Specific role/s as specified in AP-2362 of the ANSTO WHS Management System	All Workers Officer (definitions found in appendix A of AP-2362) Other specialised roles identified within the guideline a position holder may be allocated to in the course of their duties

KNOWLEDGE, SKILLS AND EXPERIENCE

- Relevant accounting or finance degree, together with CPA, CA or CMA qualification, or equivalent professional experience.
- Extensive senior-level experience in capital accounting, fixed asset accounting, financial reporting assurance or financial management.
- Demonstrated ability to apply accounting standards, financial policies and senior judgement to complex, material and ambiguous capital and asset accounting matters.
- Experience supporting material capital projects, CWIP, capitalisation, reconciliations, valuations, impairments, reporting and audit responses.
- Strong analytical, stakeholder engagement, influencing and communication skills, including the ability to advise senior stakeholders.
- Demonstrated digital and data capability, including use of SAP, Excel and financial reporting tools.
- Ability to provide functional leadership, build capability and support whole-of-ANSTO outcomes.

- High attention to detail and commitment to financial integrity, compliance and continuous improvement.

VERIFICATION

This section verifies that the line manager and delegated authority confirm that this is a true and accurate reflection of the position.

Line Manager		Delegated Authority	
Name:	Graham Martin	Name:	Roslyn Hatton
Title:	Group Financial Controller	Title:	Deputy Chief Financial Officer
Signature:		Signature:	
Date:		Date:	