



Shire of Pingelly

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FINANCE OFFICER

Join the Shire of Pingelly Team

Are you detail-oriented, numerically skilled, and looking for a rewarding role in a supportive community? The Shire of Pingelly is seeking a motivated Finance Officer to play a key role in our organisation.

The Role

This is a full-time, permanent position managing payroll, accounts payable and receivable, and providing exceptional customer service—including assisting community members with Department of Transport online licensing. You'll be at the heart of our operations, ensuring our financial systems run smoothly while delivering genuine support to the people of Pingelly.

What We're Looking For

You'll bring integrity, strong numeracy skills, and meticulous attention to detail. Experience in administration or frontline customer service is valuable (local government experience is a bonus). Most importantly, you're organised, work well under pressure, take initiative, handle cash confidently, and thrive in a supportive team environment.

What We Offer

- Competitive Remuneration: Salary package \$61,344–\$73,727pa (negotiated based on your experience)
- Great Benefits: Up to 17% superannuation, four weeks' annual leave, nine-day fortnight
- Training & Support: We invest in developing our team
- Flexibility: We work with you for flexible working arrangements
- Community Impact: Be part of a vibrant rural community where your work genuinely matters

Get in Touch

Keen to learn more? Contact Luca Beretta, Manager Finance, on (08) 9887 1066 to discuss the role and what we're looking for.

How to Apply

Visit our website for the Position Description. Email your application to admin@pingelly.wa.gov.au with the following subject line: '*Confidential – Finance Officer Application*'.

Andrew Dover
Chief Executive Officer

