



**MALEK FAHD
ISLAMIC SCHOOL**

**KNOWLEDGE
IS LIGHT**

Senior Accountant Full-time

About the School:

Malek Fahd Islamic School Ltd (MFIS) is a growing Kindergarten to Year 12 Muslim School with more than 3000 students across three locations with four campuses.

Our Vision:

The leading school for Islamic education in Australia.

Our Mission:

Empower every learner to achieve their full potential through an Islamic education.

As members of the MFIS community, staff will foster an environment that nurtures God-consciousness (taqwa). We embody the Islamic values of honour, humility, self-respect and dignity. At MFIS, we align with the religious consensus (ijma') that is established in the Quran, the teachings of the Prophet Muhammad (peace be upon him) and Sunni scholarly tradition spanning fourteen centuries.

View our Statement of Faith here: <https://www.mfis.nsw.edu.au/philosophy/>

About the role

We're seeking a technically strong, operationally minded Senior Accountant to join us at our Greenacre campus.

This high-impact role offers a CA-qualified accountant the chance to work closely with the Head of Finance to improve financial governance, deliver meaningful insights, and shape the backbone of finance operations within a values-led school community.

You'll thrive in a hands-on role managing day-to-day financial controls, leading month-end close, ensuring statutory compliance, enhancing controls, and delivering accurate, timely reporting. You'll also play a key part in strengthening forecasting models, grant acquittals, and financial systems as we move towards a more data-driven, insight-led finance function.

What We're Looking For

Essential

- Ability to demonstrate an understanding of the Islamic ethos of the school, supporting the school's philosophy, values, beliefs, and mission whilst contributing to a caring and supportive environment for all students, parents, and staff.
- CA qualified with at least 5+ years' experience in financial accounting
- Strong foundation in financial accounting, reporting, and compliance
- Demonstrated experience running end-to-end month-end and year-end close
- Sharp attention to detail with the ability to also zoom out and connect the dots
- An interest in improving systems and processes and making things simpler for others
- High proficiency in Excel and cloud accounting platforms (Xero and MYOB preferred)
- Excellent written communication and financial storytelling skills
- A collaborative mindset and strong ownership over outcomes
- Knowledge of payroll processes, particularly using MicrOpay or willingness to learn



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Desirable

- Experience in education, government-funded organisations, or the not-for-profit sector
- Familiarity with grant funding structures
- Exposure to student management platforms like Sentral

Benefits of Working at MFIS

MFIS is an employer that promotes staff excellence and offers a range of additional benefits, including:

- Competitive above-award salary
- Salary packaging options to maximise your take-home pay
- Onsite parking for convenience
- Access to our Employee Assistance Program (EAP)
- Staff discounts on school fees
- Wellbeing programs and initiatives
- Opportunities for professional development and career growth

The Application Process

When preparing your application for our consideration, please include:

- A covering letter addressed to the Principal
- Your Curriculum Vitae (CV) with telephone contact details of three supporting referees
- Qualifications

Applications close on 8th of August 2025 and should be addressed to:

Dr Zachariah Matthews
Principal
Malek Fahd Islamic School
T: (02) 8732 7800
E: HR@mfis.nsw.edu.au

MFIS is committed to the safety, protection and wellbeing of all our students. All prospective staff are required to be suitable and committed to protecting students from abuse or harm in the school environment. Staff are expected to satisfy child protection screening and adhere to the School's Child Protection Policy and Code of Conduct.