

Position Title	Cost Controller
Classification	Level 8
School/Division	Office of the Deputy Vice Chancellor (Research)
Centre/Section	ICRAR
Supervisor Title	Head of Astrophotonics Engagement and Strategic Delivery
Supervisor Position Number	821473
Position Number	821817

Your work area

ICRAR is a WA State funded high profile equal joint venture established in 2009 between Curtin University and The University of Western Australia (UWA). The Centre's headquarters are located at UWA, with research nodes at both UWA and Curtin. ICRAR is one of the largest astronomy institutions and one of the lead Australian organisations participating in the international Square Kilometre Array (SKA) Project. ICRAR has been further funded from 2025 to 2030 with \$65 Million by the WA State Government and contributions from the Joint Venture Universities.

The Astrophotonics Group at ICRAR is focused on designing, building, and testing advanced photonic systems with applications in radio astronomy, optical astronomy, and space science.

The group combines research expertise from people with a broad range of backgrounds including astronomy, physics, and engineering. The group's core technological capability is the long-distance transfer of stabilised optical-frequency signals, and microwave-frequency signals, and timing signals, transmitted across optical fibre networks and free-space laser links.

Reporting structure

Reports to: Head of Astrophotonics Engagement and Strategic Delivery
Dotted line reports: Head of Strategic Engineering and Program Execution

Your role

As the appointee, you will, under broad direction, provide specialist financial coordination and compliance support for the SKA-Mid SAT FRQ project within an NEC4 Contract Option C framework. This role assists with day-to-day financial control, administration, budget monitoring and reporting to support compliance with SKAO's global financial governance requirements.

You will work collaboratively with the SKA MID Project Manager, ICRAR, UWA and the SKAO, to track costs, prepare target cost reports, and assist with audit and compliance processes. You will ensure that all financial data is accurately tracked, and controlled, and that any changes are carefully documented and evaluated in line with NEC4 Option C requirements.

Your role contributes to transparent financial reporting to UWA, ICRAR, SKAO, including monthly, quarterly, and annual reports, variance analysis, and forecasts. You will assist with compensation events, pain/gain share mechanisms, and ensure that project expenditure aligns with approved budgets. By integrating financial management practices with project milestones, you will contribute to the effective delivery of the SAT FRQ work package.

This role involves both office-based financial management activities and administrative support, including scheduling, documentation management, and tracking progress against financial milestones. You will help ensure that SKA-Mid financial operations are robust, and compliant with international standards.

Your key responsibilities

- Manage and implement financial management processes for the NEC4 Option C contract, ensuring compliance with UWA, ICRAR and SKAO financial governance and international accounting standards.
- Monitor cost management activities, ensuring expenditures, forecasts, and budgets are identified, tracked, and controlled throughout the project lifecycle.
- Liaise with the Project Steering Committee to document and evaluate proposed financial changes and approval is received before implementation.
- Maintain the financial baseline, record changes, and conduct impact assessments with engineering and project teams.
- Manage and monitor NEC4 Option C mechanisms including target cost reporting, pain/gain share calculations, and compensation events.
- Prepare accurate financial reports to UWA, ICRAR and the SKAO, and stakeholders in line with global reporting requirements.
- Support external and internal audits, ensuring compliance with contractual and regulatory requirements.
- Provide basic financial analysis and insights to support project decision-making.
- Consolidate financial data across multiple countries, currencies, and funding streams.

Your specific work capabilities (selection criteria)

- Degree in Accounting, Finance, or Business Administration with relevant professional accreditation.
- Experience in financial management roles, within large, complex projects.
- Familiarity with NEC4 Option C contracts, including target cost reporting, pain/gain share mechanisms, and compensation event management.
- Experience in global project finance, including managing multi-currency budgets, consolidating international financial reports, and ensuring compliance with diverse regulatory frameworks.
- Understanding of international accounting standards (IFRS) and public sector financial governance requirements.
- Experience in financial systems and ERP platforms (SAP, Oracle, or equivalent), with the ability to design and oversee financial reporting structures for large engineering projects.
- Strong analytical and communication skills.
- Demonstrated ability to work collaboratively and support a culture of accountability.
- Ability to integrate financial management practices with technical project milestones, ensuring smooth execution of SKA-Mid SAT FRQ deliverables under SKAO governance.

Special requirements (selection criteria)

- Finance Check
- Occasional weekend work.

- Some afterhours work may be required.

Compliance

Ensure you are aware of and comply with legislation and University policies.

To learn more about the Code of Conduct, see [Code of Conduct](#).

To learn more about Diversity, Equity and Inclusion, see [Diversity, Equity and Inclusion](#).

To learn more about Safety, Health and Wellbeing, see [Safety, Health and Wellbeing](#).