

Program Leader Revenue

The opportunity

As Program Leader - Revenue, you lead a professional team to ensure Council's rating function provide accurate information, is compliant and runs smoothly. You manage rating systems and processes, reconcile valuations, process rates and charges, oversee debt recovery matters and complete monthly and year end reporting. You also investigate complex rating matters and respond to enquiries from ratepayers, government agencies and teams across Council.

You work closely with the Manager Finance and provide technical guidance to the Rates team. You ensure rate and instalment notices are issued accurately, process rating exemptions, review supplementary rates and check subdivisions and strata properties are correctly created and levied.

You also identify and implement system improvements, ensure procedures are documented and support staff training.

Your work helps ensure Council's largest source of revenue is administered accurately, fairly and in line with legislation. This revenue supports the services, facilities and infrastructure our community uses every day.

Remuneration: base salary commencing at $118,950 gross per annum
+ 12% superannuation
+ annual performance-based salary increases / bonus (1-3.5%)
+ annual award increase

For further information contact: Leah Bradley on 0414 195 508.
Closing date: 6 December 2026.

Interested?

Click on '**Apply**' to complete your online application.

You will be prompted through the application steps to ensure all relevant information is collected.

Further information?

For questions related to submitting your application online, our recruitment process or you require adjustments in the recruitment process, please contact the People and Culture on (02) 4780 5999 or hresources@bmcc.nsw.gov.au.

Why work at Blue Mountains City Council?

We are committed to creating a diverse, inclusive, and positive workplace cultural. Our teams are reflective of the communities in which we operate, and we value the unique contribution each team member makes to the Blue Mountains City Council. The work we do makes a real difference to the lives of our residents and community that maintains a sustainable eco city to reside in.

Blue Mountains City Council offers a diverse and unique range of employment opportunities from entry level through to senior management. These include flexible employment options with permanent, temporary and casual positions in full-time, part-time and job-share capacities.

Staff Benefits

There are a number of additional benefits, programs and social activities staff are eligible to participate in. Some of these include:

Benefits to support a healthy work / life balance

- 35-hour work week (full-time)
- Rostered day off RDO (9 day fortnight) (full-time)
- Flexible work arrangements
- A variety of Work Life Balance program initiatives
- Time in lieu
- Family / carers leave
- Health and wellbeing leave
- Long service leave entitlements after 5 years
- Leave for Defence and Emergency Service volunteers

Monetary Benefits

- Annual Award-based salary increases
- Annual Performance based salary increases (1-3.5%)
- Novated Lease
- Maxxia salary packaging and rewards
- Residents and workers from outside the Blue Mountains can apply for free parking permits
- Access to employee recognition and reward program
- Freedom to direct contributions to any compliant superannuation fund
- Free financial advice by a certified Financial Planner

Benefits to support your career progression

- Individual Learning and Development Plan for each employee
- Free access to on online learning platform with over 100 professional development courses
- Educational assistance

- Study leave
- Opportunity to participate in the LGMA Management Challenge
- Mentoring program
- Staff library membership

Benefits to support your health and wellbeing

- Wellbeing program
- Free access to counselling sessions through our Employee Assistance Program for you and your immediate family
- Gym membership discounts
- Free Flu vaccinations
- Staff social club

Next Steps

Your application will be assessed following the conclusion of the advertising period.

We will keep you informed during the recruitment process to:

- Advise you of your progress through each stage;
- Explain assessments that you need to complete;
- Notify you of the outcome of your application by email or phone, and
- Provide you with feedback on your request.

Additional information

- We encourage applications from everyone regardless of gender, age, ethnicity, cultural background, faith, disability or gender identity. People with a disability are encouraged to reach out so they can be supported to access adjustments in recruitment processes and in the workplace, to enable them to demonstrate their skills and capabilities to meet the requirements of the job.

- We recognise the unique skills and attributes demonstrated by veterans in their service to our country. We value these same skills and attributes in serving our local community. We strongly encourage ex-service personnel to check out the variety of opportunities available, not only at Blue Mountains City Council but also within Local Government.

- Blue Mountains City Council is committed to building a culture of safety and inclusion for children and young people in the community.

- Suitable candidates are subject to employment screening which includes reference checks, Identity and Medical History Checks, and may also include a Nationally Coordinated Criminal History Check and Working with Children Check. Employment is subject to clearance of all these checks.

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