

Procurement and Finance Officer

Full Time, Ongoing

We are seeking a proactive and detail-oriented Procurement and Finance Officer to join Omeo District Health. This diverse role is responsible for supporting procurement and financial operations, including purchasing, supplier coordination, accounts administration, and reporting. You will play a key role in ensuring compliant, efficient processes that support safe and sustainable healthcare delivery. Working closely with internal teams and external stakeholders, this position offers variety, autonomy, and the opportunity to contribute to continuous improvement across corporate services in a small rural health service environment.

Why Join Our Team

Omeo District Health is a publicly funded, small rural health service located in East Gippsland's high country. This spectacular Alpine region of Victoria is a lifestyle destination with Dinner Plain, Mt Hotham and Falls Creek Alpine snow resorts a short drive away. A great place to enjoy many outdoor pursuits.

Omeo District Health (ODH) provides attractive conditions including generous salary packaging.

Should you wish to discuss the role further please contact:

Katie Van Heek, Finance and Operations Manager on 5159 0100 or via email to:

katie.vanheek@omeohs.com.au

To apply, please submit a cover letter and resume to:

recruitment@omeohs.com.au

Applications close 5pm on Friday 29th May 2026

Omeo District Health is a merit-based equal opportunity employer and encourages applications from people of all cultural backgrounds, including diversity (LGBTIQ) and people with a disability.