

Agrément South Africa (ASA) seeks to fill the following fixed term position based in Pretoria:

Position : Financial Manager
Remuneration : R650 000.00 per annum
Duration : 3 Years
Reference number : ASA00045-/2021

Purpose:

To provide accurate financial information and manage financial systems in accordance with generally recognized accounting practices (GRAP).

Duties and Responsibilities Include (but are not limited to):

- Prepare financial reports for submission to ASA relevant structures and Treasury to ensure financial information is reliable, efficient and effective
- Maintain effective financial internal control through a risk assessment workshop, ensuring ASA has mitigating controls to avert risks identified
- Monitor compliance to ensure that operations are in line with Treasury regulation and PFMA requirements
- Accurately load all payroll payments from the payroll report for payment of salaries to staff
- Manage accounts receivable and payable to ensure funds are received and paid timeously, and to comply with Treasury regulation and budgetary requirements
- Ensure asset management is correctly classified and recorded in line with GRAP standards and Treasury regulations to ensure safeguard of assets
- Manage staff to ensure the finance department delivers on their mandate to the ASA and all stakeholders.
- Facilitate compliance with the Public Finance Management Act (PFMA).
- Understand the implication of changes in statutory financial requirements to the company's business.
- Communicate this to the CFO and executive committee, and implement the necessary company policies to comply with change.
- Support the external and internal audit function to ensure compliance with accounting standards, law and internal controls.
- Financial Systems Management.
- Monitor batches on the financial system to ensure that all batches are approved and posted on a regular basis.
- Follow up with all users for non-compliance.
- Approving financial system generated monthly reports in preparation for standard monthly reporting.
- Ensure all journal entries are captured and approved on the financial system.
- Attain clean audit.

Qualifications and Experience:

- BCom degree majoring in Financial Accounting
- 5 – 7 years' experience in a senior financial management role
- Excellent knowledge of and experience in the Public Finance Management Act (PFMA) and Supply Chain Management (SCM)
- Proven track record in financial management, and preparation and monitoring of large amounts of external funding
- Advanced experience in MS Excel, proficiency in MS Word and PowerPoint.
- Excellent communication skills and a strong analytical mind are pre-requisites, as the role requires communication with sponsors and collaborators both locally, nationally and internationally
- Excellent organizational skills
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Skills and competencies:

- Financial accounting principles and regulations i.e. PFMA, GRAP
- Knowledge of Organisational Legislation, Policy and Procedures
- Compliance Management
- Financial Management
- Planning and Organising skills
- Excellent communication skills
- Problem solving skills
- Stakeholder management skills
- People management skills

Application process

The candidate will be subjected to integrity checks before appointment is made. Interested parties should forward their CV's with your name, surname, position title and reference number on the subject line (**e.g. Antoinette Gerber: Position interested in: Reference no: ASAxxxx**) to email address recruitment@agrement.co.za by no later than **15 March 2021 at 16h30**.

Agrément South Africa is committed towards increasing the representation of marginalized groups in line with its Employment Equity Policy.

Please note that correspondence will be limited to shortlisted candidates only.

Applications must be sent to recruitment@agrement.co.za.

Agrément South Africa reserves the right not to make any appointment.