



INTERNAL ADVERTISEMENT VACANCY

Group Financial Accountant

The above vacancy exists within the Finance Department and reports to the Financial Manager. The purpose of the job is to provide timely, complete and accurate management financial reports. The ideal candidate will be someone who has successfully completed a B Com (Accounting) degree and with 4-5 years relevant experience.

Key Performance Areas:

- Processing and reconciling all SENA accounts – balance sheets
- Royalty and distribution accounting – including tax related matters
- Review and control of royalty and loan bank accounts
- Control over and reconciling all advances
- Review all attorney balance sheet account reconciliations
- Prepare balance sheet account reconciliations
- Maintenance of restraint of trade and funeral advances and expenses
- Review certain general ledger and subsidiary ledger reconciliation for SAMRO, SAMRO House and all DALRO reconciliation
- Overseeing of finance staff, assisting them, and ensuring all deadlines are met and policies and procedures are followed and compiled with
- Assisting finance manager with all ad-hoc tasks

Minimum requirements:

- Accounting Software (ACCPAC) knowledge and experience
- Knowledge and experience of capturing transactions (subledger and general ledger)
- Very good knowledge of accounting principles in business and the application thereof (IFRS)
- Computer literate including working knowledge of excel and related formulas
- Excellent interpersonal and communications skills
- Understanding of and ability to prepare reconciliations
- Accuracy and attention to detail is an essential requirement
- Understanding and working knowledge of IFRS and the Income Tax Act
- Advanced competency with spreadsheet packages
- Ability to work under pressure and meet deadlines
- Be able to prepare reconciliations, resolving of problems and identifying errors
- Ability to take charge of finance department in absence of Group Financial Manager

Core Competencies:

- Ability to work under pressure
- Leadership
- Ownership/accountability
- Attention to detail
- Problem solving
- Quality orientated, results focused
- Assertive
- Initiative

If you are confident that you have the necessary experience to perform the above duties with the ability to handle pressure, please forward your to cv@samro.org.za If you have not heard from us in two weeks please consider your application unsuccessful.