



FINANCE MANAGER

Contract -3years

Ref number (ADA 2019/02/03)

Minimum Requirements:

BCom Degree with Accounting as a major or three years National Diploma in Accounting from a recognised institution plus completed articles in an Auditing firm or the office of the Auditor general. An Honours degree will be an added advantage. A minimum of 5 Years work experience is a must. Working knowledge and understanding financial norms and standards(nominal & substantives) and other legislations .i.e. Constitution, Public Finance Management Act,1999 National Treasury Regulations ,Provincial Treasury Instructions, Financial delegations and other applicable policies and procedures . Knowledge of budgeting, revenue management, expenditure control, financial reporting and payroll. Knowledge of financial reporting and payroll. Knowledge of financial reporting standards including IFRS, GRAP and GAAP. A valid driver's license.

Key Performance Areas:

- The incumbent should possess sound accounting skills completed with negotiating skills.
- Capacity to work alone in order to meet deadlines and an ability to establish priorities.
- Strong Interpretive skills coupled with IT skills
- Strong communication and interpersonal skills
- Good problem solving and decision-making skills
- Strong analytical policy an operational thinking skills.
- Effective planning and organising skills
- To coordinate inputs into the budget from all managers and prepare a consolidated budget for approval
- To provide support services to the Chief Finance Officer

Agribusiness Development Agency is an equal opportunity employer.

Note:

- All applicants are subject to the signing of performance agreement;
- ADA reserves the right not to appoint any applicant to the above position.
- Applications must be submitted in the following manner :
- A covering letter indicating the reference number and the post that you are applying for, together with a brief motivation
- A Comprehensive Curriculum Vitae (Previous experience must be comprehensively detailed and originally certified copies of qualifications)
- Failure to submit the requested documents will result in the application being disqualified.

- Full names, addresses and telephone numbers of three work related referees.
- If you are applying for more than one post, please submit a separate application for each post.

Enquiries: Ms .M Mkhize (033) 3478600 closing date: 22 February 2019

Forward your applications, stating the relevant reference number and the name of the publication in which you saw the advertisement, for attention of Ms. N Ngubane, Agribusiness Development Agency, Private Bag x01, Montrose, Pietermaritzburg 3202 or hand deliver to No5 Cascades Crescent ,Cascades Office Park, Montrose, Pietermaritzburg.

*Should you not hear from us **8 weeks** after the closing date, please consider your application unsuccessful*