



VACANCY - 2094

REFERENCE NR	:	VAC01084/25 – 1090/25, VAC01099/25 – VAC01096/25, VAC01101-1109
JOB TITLE	:	Financial Accountant X 23
JOB LEVEL	:	C4
SALARY	:	R 409 935 - R 614 903
REPORT TO	:	Lead Consultant: Financial Risk, Governance and Compliance
DIVISION	:	Finance
DEPT	:	Financial Accounting & Management Accounting
LOCATION	:	SITA Erasmuskloof
POSITION STATUS	:	24 Months Fixed Term Contract (Internal & External)

Purpose of the job

The role is responsible for ensuring the timely and accurate processing of accounting related transactions to be presented in the financial statements that are GRAP compliant. This involves activities such as reconciliations to ensure that transactions are recorded and processed accurately and timely around the following functions (but not limited to) Accounts Payable, Accounts Receivable, Debt Management, Revenue, Receiving (GRV), Asset Management, external reporting, audit management and PFMA compliance. Additionally, the role would evaluate policies and procedures, key environmental controls from a GRAP compliance perspective and to drive its implementation.

Key Responsibility Areas

- Drafting business processes (SOP) relating to the different functions as stated in the purpose of the job
- Review the internal controls within finance, reporting and addressing weaknesses that are identified to ensure alignment with policy and statutory legislation. .
- General Finance and audit administration
- Preparing financial statements year-end lead schedules including related reconciliations
- Applying retrospective application to transactions relating to prior period errors

Qualifications and Experience

Required Qualification: minimum 3-year National Diploma/bachelor's degree in accounting (NQF 6/7). A postgraduate qualification (NQF 8) (CTA) will be an advantage.

Experience: Completion of the 3-year SAICA articles. Experience in GRAP or IFRS. Post articles experience would be an advantage.

Technical Competencies Description

Knowledge of: Business Writing, Financial Accounting (GRAP or IFRS), Analytical thinking, Understanding of relevant legislation, including PFMA and Treasury regulations and Identification of risk Implementation of internal controls.

Other Special Requirements

N/A.

How to apply

To apply please log onto the e-Government Portal: www.eservices.gov.za and follow the following process

1. Register using your ID and personal information
2. Use received one-time pin to complete the registration
3. Log in using your username and password
4. Click on "Employment & Labour
5. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs

Or, if candidate has registered on eservices portal, access www.eservices.gov.za, then follow the below steps:

1. Click on "Employment & Labour
2. Click on "Recruitment Citizen"
3. Login using your username and password
4. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs

For queries/support contact egovsupport@sita.co.za OR call 080 1414 882

CV`s sent to the above email addresses will not be considered

Closing Date: 22 January 2025

Disclaimer

SITA is an Employment Equity employer and this position will be filled based on Employment Equity Plan. Correspondence will be limited to short listed candidates only. Preference will be given to members of designated groups.

- If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
- Applications received after the closing date will not be considered. Please clearly indicate the reference number of the position you are applying for.
- It is the applicant`s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).
- Only candidates who meet the requirements should apply.
- SITA reserves a right not to make an appointment.
- Appointment is subject to getting a positive security clearance, the signing of a balance score card contract, verification of the applicants documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV`s from Recruitment Agencies will not be considered.