



## VACANCY

<b>REFERENCE NR</b>	:	<b>VAC00598</b>
<b>JOB TITLE</b>	:	<b>Lead Consultant: External Reporting &amp; Audit</b>
<b>JOB LEVEL</b>	:	<b>D3</b>
<b>SALARY</b>	:	<b>R724 276 – 1 086 415</b>
<b>REPORT TO</b>	:	<b>Senior Manager: External Reporting &amp; Fixed Asset</b>
<b>DIVISION</b>	:	<b>Finance</b>
<b>DEPT</b>	:	<b>FIN: Financial Accounting</b>
<b>LOCATION</b>	:	<b>SITA Erasmuskloof</b>
<b>POSITION STATUS</b>	:	<b>Permanent (External &amp; Internal)</b>

### Purpose of the job

To prepare the annual financial statements for the company in compliance with applicable legislation, to comply with relevant tax legislation to optimise the tax position of the company and to manage the general ledger module.

### Key Responsibility Area

- Develop, Implement and monitor the reporting including the general ledger management and Tax policies ensuring that SITA develops and implements best suited reporting and Tax interventions, programmes and processes.
- Prepare the annual financial statements and tax submissions in accordance with all applicable legislation and ensure a statutory compliant submission to external stakeholders.
- Manage, monitor and maintain the general ledger module.
- Equip the stakeholders with appropriate tools and knowledge regarding technical financial aspects
- Manage and empower staff to enable them to deliver on their performance goals to ensure the department achieves its objectives.
- Develop Operating Level Agreements (OLA) and monitor services in line with said OLA.
- To develop, review and finalise required reports to stakeholders.
- Address audit concerns timely to ensure a smooth audit.

### Qualifications and Experience

**Minimum:** 3 - year Degree in Finance PLUS honours in Accounting. Must be registered with CA(SA)/CIMA.

**Experience:** 7 - 8 years relevant experience in Finance.

### Technical Competencies Description

**Knowledge of:** Generally Recognised Accounting Practice (GRAP). Understanding of relevant legislation, including PFMA and Treasury regulations. Knowledge of Financial Reporting and Analysis, Risk Management and Control, & Tax Accounting. Ability to review processes and draft appropriate policies and procedures. Human Resources management Identification of and management of risk Implementation and monitoring of internal controls Experience in preparing financial schedules including the relevant annual financial statement disclosures. Good knowledge of the Companies Act and Income Tax Act.

## Other Special Requirements

N/A.

## How to apply

Kindly forward your CV to: [Thulisa.recruitment@sita.co.za](mailto:Thulisa.recruitment@sita.co.za)

**Closing Date: 23 February 2022**

## 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 applicant`s documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV`s from Recruitment Agencies will not be considered.
- CV`s sent to incorrect email address will not be considered