



**VACANCY - 1997  
RE ADVERTISEMENT**

<b>REFERENCE NR</b>	<b>:</b>	<b>VAC01070/24</b>
<b>JOB TITLE</b>	<b>:</b>	<b>Senior Specialist Fixed Assets</b>
<b>JOB LEVEL</b>	<b>:</b>	<b>D2</b>
<b>SALARY</b>	<b>:</b>	<b>R 651 627 - R 977 440</b>
<b>REPORT TO</b>	<b>:</b>	<b>Senior Manager External Reporting and Fixed Assets</b>
<b>DIVISION</b>	<b>:</b>	<b>Finance</b>
<b>Department</b>	<b>:</b>	<b>Financial Accounting</b>
<b>LOCATION</b>	<b>:</b>	<b>SITA Erasmuskloof</b>
<b>POSITION STATUS</b>	<b>:</b>	<b>Permanent (Internal &amp; External)</b>

**Purpose of the job**

The role is responsible for ensuring that the recording of fixed assets in the company is recorded and presented in the financial statements in compliance with GRAP, including evaluating policies, processes and systems from a key control and GRAP compliance perspective and to drive implementation across the organisation.

**Key Responsibility Areas**

- Review policies, procedures and business processes to ensure that the requirements of GRAP is met
- Review quality of data and providing direction on data standards across the organisation
- Monitor and review software license and/or hardware assets to ensure compliance with vendor contracts.
- Review policies and procedures to enhance the physical control over assets
- Drive automation of the assets management function across the organization.

**Qualifications and Experience**

**Minimum:** Honours in Accounting or CTA with completed SAICA articles. CA qualification is considered an added advantage.

Preferred Qualification: Qualified Chartered Accountant (SA).

**Experience :** 6-7 years experience in GRAP or IFRS, including SAICA articles. Process documenting and advanced excel skills. Accounting for fixed Assets including impairment assessment thereof. Treatment of Internally Generated Assets (CIP). At least 1 year experience in accounting for fixed assets. Experience in IT related assets and intangible assets is an added advantage.

**Technical Competencies Description**

Understanding of all accounting standards requirements as it relates to fixed assets. Understanding of Oracle ERP system will be an added advantage. Knowledge of IT assets will be an added advantage. Experience in preparing financial schedules including disclosures as it relates to PPE, intangible assets and Internally Generated Assets (CIP).

**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](http://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 [egovsupport@sita.co.za](mailto:egovsupport@sita.co.za) **OR call 080 1414 882**

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

**Closing Date: 27 November 2024**

#### **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