



VACANCY - 1583

REFERENCE NR	:	VAC01072/24
JOB TITLE	:	Senior Manager External Reporting & Payroll
JOB LEVEL	:	D4
SALARY	:	R 845 277 – R 1 267 915
REPORT TO	:	HOD Financial Accounting
DIVISION	:	Finance
DEPT	:	Financial Accounting
LOCATION	:	SITA Erasmuskloof
POSITION STATUS	:	Permanent (Internal & External)

Purpose of the job

To manage and oversee the effective functioning of the Financial Reporting, Audit Management, Tax, Payroll and the Financial Risk, Governance and Compliance functions. The ideal candidate will possess a combination of technical expertise, leadership capabilities and a commitment to upholding the highest standards of financial reporting, tax compliance and audit integrity.

Key Responsibility Areas

- Manage the performance objectives of the department and empower staff to enable them to deliver on their performance goals to ensure the department achieves its objectives.
- Review policies, processes and procedures and continuously improve the functioning of the department
- External Reporting and Audit Management
- Payroll Management; and
- Taxation

Qualifications and Experience

Minimum: Qualified Chartered Accountant (SA).

Registration with a Professional Body: South African Institute of Chartered Accountants.

Experience: 8-9 years practical experience, with more than 3 years post article experience in a corporate or big public entity that has to comply with IFRS/GRAP and/or in the auditing of such entities.

Technical Competencies Description

Knowledge of: Exceptional leadership and communication skills. Excellent knowledge of Generally Recognised Accounting Practice (GRAP) or similar accounting framework (IFRS). An understanding of auditing standards and audit management. Extensive experience in external financial reporting, tax management and audit. Understanding of relevant legislation, including PFMA and Treasury regulations. An understanding of Governance and Risk Management. Excellent knowledge of tax and tax accounting. Human Resources management. Oracle experience and knowledge will be an advantage; Experience in reviewing financial statements and schedules including disclosures. Excellent knowledge of the Income Tax Act, Value Added Tax Act and legislative framework. Strong analytical and problem-solving skills with a keen attention to detail and accuracy. Ability to work effectively in a dynamic, fast-paced environment and manage competing priorities. Excellent communication and interpersonal

skills, with the ability to interact effectively with internal and external stakeholders. An understanding of finance payroll management and related 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: 30 April 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 applicants documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV`s from Recruitment Agencies will not be considered.