



GRAIN SA

Grain SA is a major role player in the grain industry in South Africa and offers industry strategic services to grain producers and other role players. The organization would like to appoint a suitable, qualified person in the following position:

FINANCIAL ACCOUNTANT (PRETORIA)

The incumbent will be responsible to administrate financial records within the financial policy of Grain SA. Key Performance Areas of the position includes, but is not limited to:

ACCOUNTING & TAX

- Overseeing the work of the Debtors-, Creditors - , Financial Clerk and Assistant Accountant
- Processing of salary and cost allocation journals
- Review of all other journals for accuracy
- Maintenance of financial records to financial statements level
- Reporting of monthly management accounts and verifying expenses according to budget
- Establishment and maintenance of ledger allocations for external funded projects
- Review of monthly PAYE and VAT returns and ensuring timely payment

PROJECTS WITHIN GRAIN SA

- Processing transactions for various projects within Grain SA
- Overseeing these projects and responsible for reporting on these projects

OTHER

- Managing general admin with regards to banking systems
- Establishment and improvement of processes and procedures to ensure good corporate governance and internal controls
- Maintenance of accounting systems
- Design and programming of different financial reports
- Assisting the Financial Manager in producing annual budgets

Requirements for the Post:

- A 3- year Accounting Diploma /Degree with at least 5 years relevant experience;
- Experience in supervising personnel is essential;
- Experience in project reporting will be an advantage
- Fluent in Afrikaans and English (written and spoken language);
- Computer literate in all MS Office programmes, Pastel, Microsoft Dynamics and Sage VIP Payroll.
- Drivers Licence.

Post Level : Peromnes 7

Remuneration: The organization will offer a competitive salary which can be structured to include a savings plan, pension fund and a medical aid, in exchange for the services of the successful candidate. All remuneration packages are calculated according to the “cost to company” method.

Candidates for this position will be recruited according to the Employment Equity policy for Grain SA.

Closing date: Please send a detailed CV indicating qualifications as well as experience and 2 recent references not later than 22 January 2019 for attention: coretha@grainsa.co.za

All applications will be treated as confidential. If you have not been contacted within 14 days of the closing date of application, please consider your application as unsuccessful.