

FINANCIAL MANAGER ADVERT

To implement the EWSETA's financial strategy and operations by providing oversight and guidance in the execution of financial activities at the EWSETA by managing working capital, assets and liabilities, managing expenditure and revenue which comply with internal and external compliance requirements.

1. Brief Overview of the Role.

The Financial Manager has the following focus areas:

1. Maintaining and implementing effective and efficient management control systems to ensure sound financial management within the EWSETA.
2. Overseeing the execution of the full accounting cycle at the EWSETA.
3. Ensure compliance with the organisational accounting systems, policies and procedures.
4. Ensuring timely and accurate invoicing and credit management.
5. Maintaining complete and proper records of income, expenditure, and liabilities and ensure the accuracy and integrity of financial information.
6. Managing EWSETA investments.
7. Overseeing payroll processes and transactions.
8. Managing mandatory- and discretionary grant payments.
9. Managing project finance effectively and efficiently.
10. Ensuring the delivery of an effective management accounting service to the EWSETA.
11. Managing the treasury function.
12. Performing all tasks related to the purpose of this role, as required and delegated.

2. Key Responsibilities

1. Financial Strategy implementation and Monitoring
2. Management Control and System Development Implementation
3. Project Finance
4. Accounting Transactions Management
5. Payroll Management and Control
6. Asset Management
7. Financial Reporting and Audit Support
8. Stakeholder Relationship Management
9. Risk, Regulatory and Compliance Management
10. People Management

3. Requirements of the Role

Inherent Role Requirements		
Requirement	Minimum	Advantageous/Ideal
Qualifications:	B degree or equivalent (NQF level 7) in Accounting/Finance or related	Post-graduate Degree or equivalent (NQF level 8) in Accounting/Finance or related
Experience:	6 to 8 years' experience in Financial Management of which 3 years' must at a managerial level Public Sector experience	Experience in a SETA environment
Training:	1. Advanced Computer Literacy (MS Office package)	Pastel, Caseware and/or other financial accounting or reporting systems
Professional certification and membership of professional bodies		Professional accounting designation CA (SA), CMA, CIMA or CPA

4. Competency Requirements

Competency Requirements	
EWSETA PREREQUISITE COMPETENCIES (REFER TO EWSETA'S COMPETENCY FRAMEWORK)	<ul style="list-style-type: none"> ▪ Building Client Loyalty ▪ Aligning Performance for Success ▪ Coaching ▪ Building a Successful Team ▪ Continuous Improvement
EWSETA CORE COMPETENCIES (REFER TO EWSETA'S COMPETENCY FRAMEWORK)	<ul style="list-style-type: none"> ▪ Stakeholder orientation ▪ Building collaborative working relationships ▪ Driving for results ▪ Continuous learning ▪ Quality Orientation ▪ Demonstrating personal integrity
KNOWLEDGE	<ul style="list-style-type: none"> ▪ Generally accepted accounting principles (GAAP/GRAP) ▪ Project management principles, methodologies and practices ▪ EWSETA operations and processes ▪ Broad sector legislation

Competency Requirements	
	<ul style="list-style-type: none"> ▪ Public Service Legislation and regulatory framework e.g., PFMA and PPPFMA ▪ Business strategies, targets, processes and practices ▪ Internal controls ▪ Business planning and design ▪ Performance measurement ▪ Risk Management Methodology and Forensic Investigation ▪ Internal and external audit ▪ Information systems
SKILLS (NOT LISTED IN EWSETA'S COMPETENCY FRAMEWORK)	<ul style="list-style-type: none"> ▪ Verbal and written communication ▪ Analytical ability ▪ Report writing ▪ Interpersonal skills ▪ Presentation skills ▪ Negotiation skills ▪ Leadership
ATTRIBUTES (NOT LISTED IN EWSETA'S COMPETENCY FRAMEWORK)	<ul style="list-style-type: none"> ▪ Detail focused ▪ Process focused ▪ Able to deal with sensitive sector and SETA information ▪ Proactive ▪ Deadline driven

5. Application Process

Please see attached the full detailed Job Description for the role of the Financial Manager.

CVs and Certified Qualifications of suitably qualified persons must be forwarded to newrecruitment@ewseta.org.za by no later than the Close of Business 09 October 2023 (i.e. by 16:30 p.m.). Enquiries may be directed to the HR Manager at 010 109 3250 or Mthenjwa Radebe at mthenjwar@ewseta.org.za. Applications received after the closing date will not be considered.

Correspondence will be limited to shortlisted candidates. EWSETA reserves the right not to make an appointment/s for the advertised post.

Appointment will be made in line with the EWSETA Employment Equity targets.

NB: Please use the name of the position on the subject line of your application email.