

Where the World meets Africa



Durban ICC SOC LTD is the managing company for the Inkosi Albert Luthuli ICC Complex, which includes the International Convention Centre Durban (ICC), the ICC Exhibition Centre and the ICC Arena. The Durban ICC is one of the most advanced conference facilities in the world, having been voted Africa's Leading Conference Centre by World Travel Awards for 17 years.

**FINANCIAL ACCOUNTANT (TG14)
SIX MONTHS FIXED TERM CONTRACT
MIN TCTC PER MONTH R 34 615.38**



**AFRICA'S LEADING MEETINGS
AND CONFERENCE CENTRE - AS VOTED
BY THE WORLD TRAVEL AWARDS**

A professional individual with a sound understanding of Financial Management and local Government legislation is required to manage the key performance areas associated with the Finance Department in accordance with legislative frameworks, regulations and standards (MFMA, SCM Regulations and GRAP).

QUALIFICATION

- CA (SA)

EXPERIENCE

- A minimum of one (01) year or more of financial management experience at a Junior Management level is essential.
- Must have served three years of articles in an Auditing firm.
- Knowledge of the relevant Accounting standards i.e. GRAP statements
- Working knowledge of the applicable MFMA standards
- Experience in working with an ERP Financial system will be an added advantage.
- Experience working with Caseware for the purposes of preparing annual financial statements will also be advantageous.

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AFRICA'S LEADING CONVENTION CENTRE

Durban International Convention Centre
N. Langa, N. Makelo, V.G. Mashinini, S. Naidoo, B. Ndamase, S. L. Ntuli, L. E. Rakharebe, M. A. Rambally
Durban ICC (SOC) Ltd • Reg. No. 1992/005887/07



KEY PERFORMANCE/ MAIN ACTIVITIES OF THIS ROLE

- Responsible for Internal Controls, design and implementation thereof.
- Responsible for general monthly accounting including supervision of accounts receivable and accounts payable.
- Checking and verifying of Independent EFT payments
- Ensuring that the Inventory and Point of Sales are accurately reconciled.
- Reconciliation of balance sheet accounts.
- Revision of the Finance Policies, when necessary.
- Responsible for preparation of budgets and supporting schedules
- Preparation for the external audit and as well as the quarterly internal audit reviews.
- Responsible for the preparation of the budget and the relevant supporting schedules.
- Preparation of the Annual Financial Statements.
- Preparation of VAT, Income Tax, and other statutory returns.
- Analysis of management accounts and investigation of variances against budgets.
- Cash flow and treasury management.
- Fixed assets management.
- Participates in developing innovative business and financial ideas and processes.
- Responsible for performance management and effective management of the team of finance personnel.
- Preparation of and reporting on the performance information of the company.

ATTRIBUTES

- Proactive
- Disciplined
- Attention to detail
- Focused on ensuring compliance
- Accurate
- Hardworking
- Team player
- High level of integrity

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DURBAN
INTERNATIONAL CONVENTION CENTRE
10001 2019 - 2020

APPLICATIONS

The Durban ICC is committed to Employment Equity and particularly welcomes applications from suitably qualified Historically Disadvantaged Individuals (HDI). Preference will be given to suitable candidates who will best assist the ICC in addressing its current transformational needs. Persons with disabilities are encouraged to apply

Applications must reach the Human Resources Department, via e-mail: recruitment@icc.co.za

Closing date for the CV submissions is **30 April 2019**.

Applicants who do not meet the minimum requirements will automatically be disqualified from consideration

Applicants who have not been contacted 30 days after the closing date should consider themselves unsuccessful.



Brenden Chettiar
ACTING HR DIRECTOR

12/04/19

DATE