

CHIEF FINANCIAL OFFICER (CFO)

Five (5) years fixed term performance contract.

Annual Total cost to Company (R1 391 339.04 – R 2 087 008.56) negotiable

Gauteng Enterprise Propeller (GEP) is a Provincial Government agency established under the auspices of the Department of Economic Development, to provide non-financial support; financial support; and coordinate stakeholders for the benefit of SMMEs in Gauteng.

Purpose of position

To provide effective professional leadership and ensure the establishment and implementation of sound financial management, accounting, procurement, internal control systems and processes for GEP in compliance with relevant legislative requirements.

Key Responsibilities:

- Contribute to the development of strategic and annual performance plans including coordinating, analysing and advising.
- Ensure that internal controls are in place, enforced, and reviewed periodically for conformance to accounting and financial standards and applicable regulations.
- Compile and submit financial statements, management accounts, compliance, and other reports timeously
- Review and manage the finalisation of quarterly and annual financial statements.
- Manage GEP budgeting process in line with the business priorities
- Oversee and manage the budget monitoring process including compiling monthly, quarterly financials and performance reports and providing recommendations and advice to address significant variances.
- Develop and implement policies, procedures and systems for the Finance Department including payroll, debtors, supply chain and procurement, to enable efficient functioning of the agency in line with best corporate governance practices
- Establish, implement, and monitor financial management systems
- Ensure the effective, efficient, economical, and transparent use of financial and other resources
- Ensure compliance to supply chain management prescripts and strengthen supply chain management controls

- Ensures accurate reporting to Board Committees, Shareholders and Treasury on financial matters
- Continuously review and improve accounting, audit, financial reporting, supply chain management and asset management processes, ensuring sound governance and full compliance with all relevant standards
- Serve as a point of contact between the entity and the External Auditor and coordinates the entity audit activities and responses.
- Lead the team from Financial Management & Reporting, Management Accountant, Credit Control and Supply Chain Management
- Continuously review policies and financial evaluations.
- Ensures Financial Health of the Agency
- Provides high-level guidance on compliance issues.
- Implementing a system to manage the Division's performance.
- Oversees and directs the department's financial reporting.
- Maintaining effective relationships with stakeholders.

Minimum Requirements

- Post Graduate Qualification in Accounting/Finance or equivalent (NQF 8).
- Chartered Accountant CA (SA) or Certified Chartered Accountant (ACCA) or Chartered Management Accountant (CIMA).
- MBA will be an added advantage.
- Minimum 8 years' experience in finance, accounting, or auditing environment with 5 years at Senior Management level in finance.
- Practical GRAP / IFRS reporting experience.
- Understanding of Public Finance Management Act and National Treasury Regulations will be an added advantage.
- Senior Management role including staff supervisory, budgetary, and management responsibility.

Competencies (Knowledge, Skills and Attributes)

- Sound Knowledge of legislative frameworks applicable to the entity (i.e., PFMA)
- Knowledge of Generally Recognized Accounting Practices (GRAP), IFRIS, KING IV
- Tools and Techniques for accounting and reporting
- Data analysis and interpretation

- A soundtrack record in financial management at senior management level
- Ability to implement internal systems and controls to ensure sound financial management
- Ability to communicate effectively with all stakeholders Management, Executive, Board and Shareholder
- Budgeting and planning skills
- Skill in analysing and evaluating financial information
- Excellent networking and relationship building skills, both internally and external to the agency
- Ability to establish relationships within the banking, legal and business community
- Ability to write financial reports and produce supporting documentation.
- Team builder with interpersonal skills
- Strategic acumen
- Well organised and efficient
- Honesty and high level of integrity

Suitable candidates to submit updated CV accompanied by a cover letter relating how your experience matches the position.

GEP advocates for equal opportunities. Previously disadvantaged individuals and people with disabilities are encouraged to apply. Kindly note that full background checks will be done on successful candidates and competency assessments will be conducted. Suitable applicants must e-mail detailed, updated CVs accompanied by a covering letter to: cfo@gep.co.za, with subject being the position applied for, by no **later 9 May 2023 at 17h00**. Note that candidates who have not been contacted within 30 days of the closing date must consider their applications unsuccessful. GEP reserves the right to fill or not to fill this position.