

RE-ADVERT

EXTERNAL ADVERT

<b>Location:</b>	<b>Centurion</b>
<b>Division:</b>	<b>Chief Finance Office</b>
<b>Date last modified:</b>	<b>September 2022</b>
<b>Reports to:</b>	<b>Financial Controller</b>
<b>Nature of employment:</b>	<b>Permanent</b>
<b>Total Cost to Company:</b>	<b>Market related</b>

### [Financial Reporting Specialist (FRS)]

The purpose of this role, amongst others, is:

Reporting of timely and accurate financial information to ensure all accounting and reporting regulatory requirements are met. The role involves the implementation and execution of financial accounting processes, including the drafting/review of policies, to meet monthly, quarterly, half yearly and yearly reporting requirements. Manage operational risks and ensure compliance to regulations within the business by maintaining, monitoring and reporting on compliance. Provide technical financial accounting International Financial Reporting Standards (IFRS) expert services (including research, deliberation and forum discussion of articles and accounting standards).

#### THE KEY PERFORMANCE AREAS OF THE ROLE IN FOCUS, ARE:

##### 1. Financial reporting, annual financial statements, year-end reporting and year-end calculations:

###### Year-end reporting

- Ensure financial statements, inclusive of notes, are drafted in accordance with IFRS and Public Finance Management Act (PFMA).
- Review and provide input into accounting policies as well as new and revised standards updated in annual financial statements (AFS).
- Ensure overall quality of AFS.
- Assist with the compilation of the AFS.
- Assist with the resolution of audit matters pertaining to IFRS interpretation.
- Compile year-end report to EXCO and review inputs into Integrated Annual Report.
- Address previous financial year audit errors and ensure that AFS have incorporated changes.

###### Year-end calculations

- Prepare tariff receivable models and provide journals to be incorporated into the AFS.

##### 2. Internal and external audit

- Provide information to the external/ Internal audit within specified timelines.
- Implement action plans to address reported internal and external audit findings relating to FRS deliverables.
- Provide monthly contributions to Finance risk register.

##### 3. Quarterly reporting

- Provide 1st line review of the quarterly financial statements.
- Capture financial statements into the National Treasury (NT) Template.
- Provide commentary for quarterly management accounts.
- Compile and submit quarterly guarantee schedule to Department of Water and Sanitation (DWS) and NT.
- Address any queries raised by DWS and NT.

##### 4. Governance, compliance to laws, regulations, legislation and loan covenants Loan Covenants

- Assume the role of a Finance Compliance Champion.
- Ensure Quarterly reporting to Compliance Department.

#### **Interim financial statements**

- Provide 1st line review of unaudited six-monthly financial statements for distribution to the banks.

#### **SARS submissions**

- Submit annual tax returns.
- Ensure compliance by obtaining annual tax clearance certificate.
- Ensure VAT compliance.

#### **5. Annual budgets**

- Prepare the Finance divisional budget.
- Compile budget models.
- Compile budget in AFS format.
- Compile and submit Estimates of National Expenditure (ENE) and Medium Term Expenditure Framework (MTEF) templates.

#### **6. Review procedures and policies**

- Update Policies, Procedures and System descriptions within Finance Division and ensure completeness of policies.
- Streamline processes, improvement of processes and /or improvement of any controls to mitigate risk.
- Review processes within the new Enterprise Resource Planning environment and any other organisational efficiency drives.

#### **MINIMUM REQUIREMENTS**

- Honours Degree in Accounting or equivalent at NQF 8.
- Registration as CA (SA).
- Eight (8) years minimum experience in accounting with preference to a financial service institution.
- Articles plus 5 years post articles experience.
- Minimum of 3 years in an IFRS technical advisory role.

Please email your CV accompanied by a cover letter to [careers@tcta.co.za](mailto:careers@tcta.co.za) the subject should be the position title. For inquiries, please contact Ms. Sixolile Shabalala at [sshabalala@tcta.co.za](mailto:sshabalala@tcta.co.za)

**TCTA's approved Employment Equity Plan and Targets will be considered as part of the recruitment process. As an Equal Opportunities employer, the organisation actively encourages and welcome people with various disabilities to apply;**

**If you have not been contacted within 30 days after the closing date, please accept that your application was unsuccessful.**

**All appointments shall be subject to Competency Assessments.**

**A detailed job profile is available on request.**

**Closing date: 30 January 2023**

**UNITY – GROWTH – EXCELLENCE – INTEGRITY - RESPECT**