



CHIEF FINANCIAL OFFICER **E - BAND**

As part of the S189 Restructure process, the above vacancy has become available.

As a Chief Financial Officer the successful incumbent will be responsible strategically overseeing the operations of the Finance department, set strategic goals and objectives, and design a framework for these to be met. The Chief Financial Officer will take full accountability and responsibility for the finance function

Responsibilities:

- Ensuring that all transactions and agreements of the company are recorded timeously and accurately in the accounting system.
- Strategically be involved in reviewing policies, budgeting, recruiting, training, and conducting regular assessments of financial procedures.
- Ensuring that all of the company's financial information and data is appropriately filed, safeguarded and archived where necessary.
- Ensure that the company submits all its tax returns accurately and timeously.
- Monitoring of the company's daily cash flows, cash balances and cash flow planning.
- Maintenance and monitoring of appropriate financial controls and systems.
- Maintenance of the company's asset register and ensuring that the company's assets are safeguarded.
- Managing staff within the department, performance evaluations and development of staff.
- Strategically ensure that staff deliver on their performance targets.
- Supervise the preparation of monthly, half-yearly and annual account reconciliations.
- Ensuring that all the company's assets are adequately insured.
- Performance of cost analysis, control, and management.
- Managing finance queries and payments.
- Provide support and training to internal staff when required.
- Continuous analysis and monitoring of the financial situation and assist in the preparation and presentation of profit and cash flow forecasts
- Ensure that the team follows through with the preparation of monthly management accounts.
- Ensure preparation of financial reports as and when directed.
- Ensure all preparation of all board packs.
- Oversee the preparation of appropriate files for internal and external audit.
- Strategically planning the timelines for financial reporting and audits and ensuring that the company meets its set deadlines.
- Liaising with internal and external auditors ensuring that all audit queries are timeously and accurately addressed and that the audits are completed within the set deadlines.
- Oversee the preparation of interim financial statements and abridged reports.
- Monitor and enforce compliance with tax laws.
- Monitoring and enforce compliance with International Financial Reporting Standards.
- Assist in ensuring compliance with the B-BEE Act.
- Correspond with various other departments, discussing company plans and agreeing on future paths to be taken.
- Performance of all other ad hoc requests from the company's executives.
- Perform all other duties as and when required.

Minimum Requirements

- BCOM Degree in Finance or Accounting
- 10 Years experience in Finance
- 7 – 10 Years senior management experience.

Required Competencies

- Must have the ability to think creatively.
- Be a self - starter that shows initiative and ability to work independently.
- Be extremely motivated and driven to work in a highly pressurised fast pace environment.
- Be highly flexible working long, irregular hours nightshift, weekends and public holidays
- Be prepared to travel long distances across the province and country.
- The ability to work under constant deadlines pressure

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All interested and suitably qualified applicants must submit a completed application form no later than 12h00 noon on **Wednesday, 06th November 2024** to Human Resources at: vacanciescape@corporateservice.co.za