



OPS FINANCIAL MANAGER: CIRCULATION AND DISTRIBUTION

D1 – D4

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

As an Ops Manager: Circulation and Distribution the successful incumbent will be responsible for providing support and guidance to the Chief Financial Officer on all Circulation and Distribution processes , accounting and strategic decision making .

Responsibilities:

- Manage Financial Accountant and Subscriptions Finance Supervisor to ensure all processes are adhered to and the related accounting entries are tested for accuracy and completeness
- Identify, manage and minimize any risk in the business (specific but not limited to the Circulation and Distribution environment)
- Vigorous management of all costs within the business pertaining to Print and Distribution costs
- Analyse all Circulation and Distribution statistics for discussion in CFO meetings as well as for strategic decision making
- Provide support and assistance to Head Office with both Financial and ABC audits
- Prepare monthly management accounts including annual budgets and quarterly PR's
- Complete all balance sheet reconciliations related to circulation
- Continuous control and management of the Net Cash Flow Situation in terms of Circulation sales and distribution cost
- Interrogate and authorise all cash outflows pertaining to Subscriptions, Circulation and Distribution
- Testing of print orders (Print Costs versus IND Publishing numbers versus Charges from Distribution Contractors) and provoke relevant discussions / decisions in managing these costs
- Provides support and serve on an advisory capacity to Circulation Manager
- Promote and foster synergies between all stakeholders (internal and external) with continuous testing for efficiencies and cost management
- Report to the Chief Financial Officer and support him with ad hoc projects as and when required

Minimum Requirements

- B Com Degree majors in Accounting and Business Management
- 10 years financial experience within a large organisation (preferably publishing and distribution company)
- 5 years experience in liaising at all management and executive levels

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

Independent Newspapers is committed to its Employment Equity and Affirmative Action plans.

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