



BOSCHENDAL

FOUNDED IN 1685

EXTERNAL VACANCY NOTICE

SENIOR FINANCIAL MANAGER

We are looking for an experienced Senior Financial Manager to report to the Chief Financial Officer. Place of work will be in the Finance Department in a diverse hospitality, retail, farming and property development business in the Cape Winelands.

The successful candidate will Manage, monitor, facilitate and co-ordinate the finance department and all financial functions, ensuring full compliance to policies, procedures and business requirements for all internal divisions.

KEY RESPONSIBILITIES INCLUDES BUT ARE NOT LIMITED TO:

- Oversee the financial performance and financial management of the groups various business units, making recommendations for improvement as appropriate
- Be responsible for accounting and financial management requirements, the finance team, procurement function and electronic data processing systems
- Provide the Executive Team and other departmental heads with meaningful and timely information on group performance and monthly financial information (including forecasts & variance analysis) making best use of Power BI reporting tools and dashboards
- Proactively assist with cost containment, revenue enhancement and profit improvement opportunities, as well as safeguarding of group assets
- Compile budgets and forecasts together with other senior managers, be responsible for all cash flow management and forecasting
- Prepare as required for annual audits and liaise with external auditors
- Provide accurate and compliant reporting into for the Group holding company subsidiaries
- Ensure accounts, records, licenses, contracts and transactions, including authorisation of payments, are accurate and correct at all times
- Oversee compliance with procedures and controls for purchasing, receiving, stores and requisitioning.
- Establish and monitor that physical inventories of all supplies are being taken on a bi- weekly basis, and of all operating equipment on a monthly basis
- Confirm accounting systems and software is fully utilized, well safeguarded and properly maintained
- Ensure full compliance with established credit and collection procedures, with particular attention to group, front office, conferencing and tenants' processes and all cashiering facilities
- Demonstrate effective leadership, maintaining a positive work environment for team members
- Ensure that appropriate SOPs are in place to deliver expectations of all stakeholders
- Understand the company's strategic goals and work within these parameters while challenging convention and looking for 'new and better ways of doing things'
- Ensure consistent and effective performance management is applied to all, giving guidance and feedback as appropriate
- Maintain effective and positive working relationships with team members and other operational/support areas
- Be familiar with and adhere to company policies and procedures
- 'Live and breathe' the ethos of the Company, inspiring a passion for - and sharing knowledge of, our sustainable business practices and the services and products we have on offer

QUALIFICATIONS, SKILLS & ABILITIES:

- Recognised Accounting qualification - CA(SA), or SAIPA, CIMA, ACCA accreditation is advantageous
- Employment Equity candidate advantageous
- Accounting training completed (corporate or auditing)
- Microsoft Office (Advanced Excel, Word & Outlook)
- At least 5 years' experience in a similar position
- Experience in hospitality, farming or property development industries advantageous
- Experience with Power BI as a reporting and dashboard tool
- ERP Accounting systems experience (Microsoft Dynamics NAV preferred)
- Excellent administrative skills
- Excellent communication abilities and interpersonal skills
- Able to work independently, under pressure and meet deadlines
- Highly organized and detail-oriented with strong financial acumen and excellent time management skills
- Results driven with strong communication skills; proficient in presenting reports and financial information to others
- A creative and innovative thinker, leading programmes to exceed expectations via the smallest details

CLOSING DATE – FRIDAY, 17 SEPTEMBER 2021

HOW TO APPLY:

EMAIL YOUR UPDATED CV TO CAREERS@BOSCHENDAL.CO.ZA

OR

DELIVER BY HAND TO THE HR OFFICE

PS: Should you not receive a reply within a month from your application, please treat as unsuccessful.