

***Broadband Infraco, a long distance national and international optic fibre connectivity network infrastructure provider based in Radiokop, seeks to appoint a suitable candidate to the following employment opportunity:***

### **INTERNAL AND EXTERNAL JOB ADVERTISEMENT**

#### **FINANCIAL ACCOUNTANT (6 MONTHS FIXED TERM CONTRACT)**

##### **Key Responsibilities:**

Reporting to the Senior Manager: Finance, the incumbent will:

- Coordinate all aspects of the company's financial reporting process according to approved policies and accounting standards.
- Perform budget analysis on a monthly basis, and review of expenditure allocations to correct business units.
- Ensure that monthly accounts reconciliations between the general ledger and sub-ledger or sub systems are prepared and approved.
- Performs monthly general ledger review and reallocations.
- Submit the monthly reconciliation file for approval on a monthly basis.
- Management of the procure to pay process.
- Preparation of annual financial statements and supporting documents in this regard.
- Manage the integrity of the accounting data at all times.
- Obtain invoices in respect of fruitless and wasteful expenditure, prepare report with details and submit to manager for submission to Executive Committee.
- Prepare report on invoices not paid within 30 days in respect of PFMA compliance.
- Interprets the requirements of the PFMA and provides advice on existing financial policies.
- Attend to queries and requests from internal and external auditors and provision of information as requested.

##### **Qualification and Experience:**

- Minimum Bachelor's Degree plus a Postgraduate or equivalent qualification in Commerce.
- Completion of articles.
- 5 years' experience in total with at least 2 years supervisory experience working in a finance environment.
- General accounting experience of at least 2 - 3 years and articles.
- Microsoft Office Suite at an advanced level with good knowledge of Excel.

Applications and a comprehensive CV to be e-mailed to [careers@infraco.co.za](mailto:careers@infraco.co.za)

Enquiries should be directed to **Ms. Nompumelelo Mtsweni – Contact Details: 011 235 1612 (Office Hours)**

**Closing Date: 9 April 2024.**

**Broadband Infraco reserves the right not to make an appointment or to make a temporary appointment in accordance with the current organizational requirements. Appointment is subject to verification of the applicant's qualifications and reference checking. Applications received after the closing date will not be considered.**

**Correspondence will be entered into with short-listed applicants only. If you have not heard from us within 4 weeks, you should consider your application unsuccessful. Placement will be in accordance with the Company's Employment Equity Plan. Persons with disabilities are encouraged to apply.**