

POSITION : CHIEF FINANCIAL OFFICER

Duration : 5 YEAR FIXED TERM CONTRACT

Centre : Head Office (East London)

Level : E – Lower (Salary negotiable commensurate with experience)

Purpose

Reporting to the CEO, the CFO shall be responsible for the accounting, financial and procurement (supply chain) policies, systems, procedures, and activities of the ECPTA.

Requirements

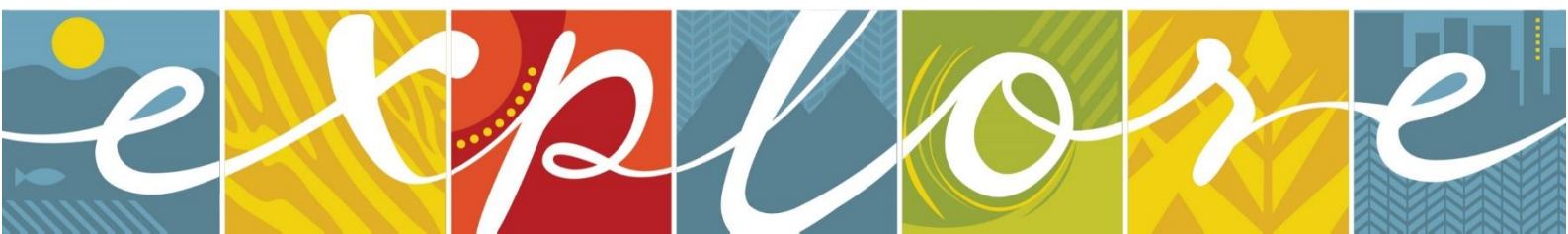
- A post graduate degree in Accounting or Finance.
- At least 10 years relevant financial experience of which 5 years should be at senior management level.
- Extensive experience in strategic planning and budget processes.
- Knowledge and understanding of the Public Finance Management Act (PFMA), related legislation and applicable laws.

Competencies and Skills Required:

- Effective and capable management of an accounting function.
- Detailed and professional knowledge of an entities accounting, financial and supply chain requirements.
- Ability to effectively contribute in the executive management of an institution.
- Ability to be logical, diplomatic but firm.

Key Performance Areas

- Strategic management of the ECPTA's financial and accounting systems.
- Ensure the creation, production and distribution of all the ECPTA's Financial and Accounting Reports to the appropriate authorities and committees in accordance with all statutory, legal and compliance requirements.
- Financial Budget – Responsible for the development of the budget for the ECPTA and its presentation to the Finance and Investment Sub Committee of the ECPTA Board.
- Management and compliance of the ECPTA's supply chain and purchasing policies, procedures, and requirements.



- Ensure that all the financial controls required according to legislative and professional best practices are established, implemented, and monitored.
- Identify, manage, and monitor all financial risks to which the ECPTA may become party to or be exposed through the pursuit of the ECPTA's mandate.
- Ensure the full financial and accounting compliance of all ECPTA's policies, practices, and systems.
- Ensure that the internal control function fulfils its function in relation to identifying and ensuring that sufficient internal controls exist and are maintained within the ECPTA.

NB: In line with the Employment Equity Policy of the Eastern Cape Parks & Tourism Agency, preference will be given to suitable candidates from the designated groups. Shortlisted candidates will be subjected to vetting and a competency assessment where applicable.

Closing Date: 17 May 2024

Please forward your application to: recruitment@ecpta.co.za

- 1) Please submit a comprehensive CV.
- 2) Applications received after the closing date and/or those submitted to an address not listed above will not be considered.
- 3) If you do not receive a response within 60 days, please consider your application as unsuccessful.

The ECPTA reserves the right not to fill any advertised position.

