

Accounting Manager

Control Risks is a specialist risk consultancy that helps to create secure, compliant and resilient organisations in an age of ever-changing risk. Working across disciplines, technologies and geographies, everything we do is based on our belief that taking risks is essential to our clients' success.

We provide our clients with the insight to focus resources and ensure they are prepared to resolve the issues and crises that occur in any ambitious global organisation.

We go beyond problem-solving and give our clients the insight and intelligence they need to realise opportunities and grow. From the boardroom to the remotest location, we have developed an unparalleled ability to bring order to chaos and reassurance to anxiety.

Our people	Working with our clients our people are given direct responsibility, career development and the opportunity to work collaboratively on fascinating projects in a rewarding and inclusive global environment.
Location	Johannesburg
Engagement	Permanent, Full-time
Department	Finance
Job purpose	Responsible for providing financial support to the Hub
Tasks and responsibilities	<p>Operational Administration</p> <ul style="list-style-type: none"> ▶ Financial Accounting and Reporting ▶ Carry out duties for the monthly close to ensure accurate and timely reporting ▶ Prepare and post month end journals into the GL ▶ Perform P&L analysis, review to ensure completeness and accurate and timely reporting ▶ Provide ongoing GL account analysis, by maintaining all balance sheet reconciliation such as prepayments, accruals, intercompany and ensuring that these are complete and accurate monthly ▶ Collaborate with the operations team and accounts associate on revenue recognition for client contracts to ensure that all invoicing, accruals and deferrals are accurate and complete and agree to the GL ▶ Analyse taxes such as VAT and WHT taxes to ensure compliance with regulations and to also ensure that sufficient accruals have been booked ▶ Ensure that all invoices from suppliers and to clients are in compliance with VAT regulations before processing it for payment ▶ Assist in the preparation of VAT and any other tax returns ▶ Manage and assist junior accountants in their day to day tasks where necessary

- ▶ Perform ad-hoc tasks as and when required

Other duties

- ▶ Assist the Finance Manager in the budgeting and forecasting process
- ▶ Prepare payroll for review by Finance Manager
- ▶ Liaise with AP and payroll accountants to prepare weekly cash forecasts
- ▶ Support all audits (tax, external reporting, internal control audit, etc.)
- ▶ Be able to identify areas where improvements can be made within the control environment

Knowledge and experience

Essential

- ▶ Solid accounting knowledge
- ▶ At least 2 years' experience in a similar role

Preferred

- ▶ Experience in a big four accounting firm
- ▶ MS Dynamics AX

Qualifications and specialist skills

- ▶ Qualified Accountant (CA) SA

Competencies

Problem Solving

- ▶ Takes the initiative to proactively resolve issues within own remit and recognise when requires escalation.

Innovation & Creativity

- ▶ Shows initiative in work

Solutions Focused

- ▶ Takes responsibility to analyse the situation to provide and or escalate the solution
- ▶ Clear, committed and delivers on what is required in role and strives to exceed expectations. Shows drive and determination to achieve high standards

Personal Effectiveness

- ▶ Communicates clearly both verbally and in writing
- ▶ Plans and organises own workload, prioritising when necessary

Result Oriented

- ▶ Committed & Delivers what is required of role
- ▶ Shows drive & determination to achieve high standards
- ▶ Strives to exceed expectation

One Firm

- ▶ Considers the regional and global implications of what we do in our own areas of responsibility

Behaviours

All employees are expected to display behaviours reflective of our company values: Integrity and Ethics, Collaboration and Teamwork, Commitment to People and Professionalism and Excellence.

How to apply

If your qualifications, experience and aspirations match our requirements, email a covering letter and CV, stating your current salary to:

Finance.Recruitment@controlrisks.com
