

VACANCY

MANAGER: FINANCIAL ACCOUNTING [D4]

CLOSING DATE | TUESDAY, 05 AUGUST 2025 AT 17H00 | ASSUMPTION DATE: 01 OCTOBER 2025

Reporting to the Executive: Finance & Administration,

Primary purpose of the position:

The Manager: Financial Accounting is responsible for reviewing and analysing financial transactions for financial reporting purposes, implement control measures, and prepare Financial Statements and reports in accordance with IFRS, finance regulations, policies, and procedures.

Key Performance Areas will include:

1. Financial Information

- Reviews monthly trial balance to ensure accurate and timely financial information according to relevant financial policies and procedures;
- Coordinates and timeously prepare all regularly required statements and reports to enable accurate measurements of cash flow;
- Reviews monthly reconciliations to ensure correctness and accuracy according to required standards;
- Reviews the amortisation schedules for leased assets and the monthly journals of leased assets, liabilities, and finance charges;
- Monitors and ensures that statutory deductions are paid to the relevant authorities by the stated due dates;
- Executes the licensing regulations, revenue, and credit management policy to ensure accurate billing of customers/operators (levies, numbering, and spectrum) on a monthly and annual basis;
- Monitors and ensures the integration of the accounting and revenue systems runs smoothly;
- Recommends for approval the levies' calculations for clients, according to the relevant government gazette;
- Monitors and ensures annual Spectrum, and Numbering bill run is performed timeously and accurately;
- Report on monthly basis differences between the systems regarding integration, ASMS and SageX3 and make improvement recommendations.

2. Debtors' Management

- Manages debt collection for long outstanding debts within set timeframes;
- Reviews and confirms handover of long outstanding debtors to debt collectors;
- Reviews weekly account write offs and corrections for approval by the Supervisor in line with the Delegation of Authority;
- Review monthly debtors age report and advise on proposed actions for long outstanding debtors and credit balances;
- Reviews selection for collection and advise on long outstanding debtors; and
- Reviews and confirm on regular basis accuracy of refunds to customers.

3. Annual Financial Statements and Audit

- Manages, processes and produce final Trail Balance for the compilation of the Annual Financial Statements, ensuring adherence to IFRS;

- Reviews on monthly basis provisions (leave, bonuses and severance) prepared by relevant departments to ascertain correctness;
- Reviews the journals processed on SageX3 for the provisions;
- Acts as main contact with external auditors and provides all financial information;
- Supervises external audit programs;
- Facilitates and manages the audit process with the external and internal auditors; and
- Prepares annual financial statements on CaseWare in line with IFRS for external auditors' review.

4. Annual Budget and Financial Controls, Asset Register and Systems Management

- Provides input into the compilation of the annual budget;
- Designs and recommends changes necessary to improve financial performance and controls;
- Recommends for approval the necessary financial controls;
- Monitors and ensures effectiveness of necessary financial controls in line with statutory requirements;
- Monitors and reviews periodic depreciation calculations; and
- Reviews the fixed asset register and assets on the General Ledger. (additions/disposals) and advise on differences.

5. Treasury and Investments

- Evaluates effectiveness of cash flow management and make recommendations;
- Manages ad-hoc investments by timeously reviewing quotes, analyses, and instruction letters;
- Reviews monthly bank and credit card reconciliations;
- Reviews the calculation for interest receivable on investments at year end; and
- Compiles the investment summary at year end.

Education, Experience and Skill Requirements:

- B. Com Accounting Degree (completed articles, and professional qualification is a distinct advantage);
- Five (5) to Six (6) years' experience of Financial Accounting or Management Accounting of which 3 to 5 years' experience in supervisory position;
- Sage X3, or any related ERP systems (SAP, ORACLE, PASTEL or ACCPAC, Sage 300) and CaseWare;
- Proficiency in MS Office and other automated operating systems;
- Experience on IDU ERP Systems and ASMS an added advantage;
- Ability to identify and resolve accounting and resources management challenges;
- Good team player, self-starter and analytical thinker;
- Member in Good Standing of ACCA, CIMA, ICAN, SAICA or related professional body of accountants will be an added advantage; and
- Shortlisted candidates will be required to submit proof of Namibian Police clearance.

To receive consideration:

Applicants meeting the criteria should register their applications including motivation letter, CV, and relevant qualifications at Direct Hire by clicking on the following link:

<https://cran.mcidirecthire.com/External/CurrentOpportunities>

Remuneration Package:

CRAN offers a competitive market-related cost to company remuneration package commensurate to relevant experience and qualifications.

Only short-listed candidates will be contacted. CRAN reserves the right to withdraw this advert should circumstances change.

CRAN IS AN EQUAL OPPORTUNITY EMPLOYER. WOMEN & PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY.