

MMABANA ARTS, CULTURE AND SPORT FOUNDATION



DEPUTY MANAGER – REVENUE AND BUDGET: NMM (HEAD OFFICE) (X1)

REFERENCE NO: MACSFNMM/130824/8

POST LEVEL 10

R 582 900,00 AS A BASIC SALARY, EXCLUDING BONUS AND BENEFITS

Permanent Contract

1. Job Purpose

2. Duties and Responsibilities

- Oversee revenue management across the entity's offices
- Managing and coordinating monthly reporting, budgeting and reforecast processes
- Ensuring that revenue transactions are accurately recorded,
- Ensuring that the entity collects all revenue due to it .
- Ensuring that all regional offices perform monthly reconciliations
- Monitoring cash flow.
- Providing insights on the financial health of the entity.
- Ensuring the entity meets all its statutory and compliance obligations
- Looking for cost-reduction opportunities
- Preparing the annual budget for the entity
- Preparing monthly financial statements, Interim Financial Statement and Annual Financial Statements and supporting working papers in line with Grap
- Develop, monitor and review entity accounting policies, procedures and processes.

3. Requirements

- A National Diploma or Bachelor's degree in Accounting and/ Auditing,
- A minimum of five (5) years work experience in an accounting environment, of which two (2) years must be at supervisory level.
- Thorough knowledge of PFMA, GRAP, Treasury regulations and the regulatory environment,
- Knowledge of SAGE 300c and Caseware
- Completed articles will be an added advantage
- A valid driving licence