



Joburg|Market

Joburg Market (SOC) Ltd

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www.joburgmarket.co.za
www.joburg.org.za

RE-ADVERT: MANAGEMENT ACCOUNTING CLERK
Salary: (T9/C1) R20 439.00 per month basic excluding benefits

JOB PURPOSE:

Under supervision, coordinate and participate in the development of the annual budgeting process, including strategic financial planning, setting the budgets. Approve budgets.

DUTIES AND RESPONSIBILITIES:

- Check budget before approval
- Ensure that departments receive management reports on budget and advice on variances
- Assist in the preparation, analysis and submission of monthly management accounting reports
- Under supervision, coordinate and participate in the development of the annual budgets, including strategic and departmental financial planning/setting the budgets.
- Align IDP requirements to operating and capital expenditure.
- Check and verify business unit ledger accounts on budget
- Assist in the preparation of the medium-term revenue and expenditure framework in the required National Treasury template
- Assist in the preparation of National Treasury returns on monthly, quarterly and annual bases.
- Maintain reporting procedures for meeting deadlines.
- Assist in the management of cash flow on a monthly, quarterly and annual basis and advise on the implications and forecasting.
- Assist in the coordination of the design, development, maintenance and improvements of the financial management systems.
- Ensure that budget procedures and policies are implemented and strictly adhered to.
- Prepare recons on budgets and management accounts
- Perform miscellaneous job related duties

QUALIFICATIONS

- N6 Financial Management or equivalent financial qualification
- Diploma in Financial will be added
- Up to 6 months to 1 year experience in financial management

Joburg Market is an equal opportunity employer. All appointments will be made in accordance with Joburg Market Employment Equity Policy. Joburg Market reserves the right not to make appointment

Email to: accountant-clerk@joburgmarket.co.za

Please note all CV's must have the following

Attachments: Cover Letter, certified copy of ID, and supporting qualifications, if not attached your application will be rejected. **NO APPLICATION FORMS MUST BE COMPLETED**

By submitting your application for a position at Joburg Market, you are consenting that the personal information submitted as part of your application may be used for the purposes of Recruitment and Selection and related process.

Please take note that if you are not contacted after 4 weeks of closing date; consider your application as unsuccessful.

Employment Equity Target African Female

The closing date is 18 February 2023 at 12:00 pm.

 09/02/2023