

## CAREER OPPORTUNITY

The Council for Scientific and Industrial Research (CSIR) is a leading scientific and technology research organisation, implementing projects throughout Africa and making a difference in people's lives.

### Group Manager: Finance Central

#### About the job:

The CSIR has a vacancy for a **Group Manager: Finance Central**. The successful incumbent will effectively lead and manage the central finance department to provide effective, efficient, responsive financial administrative support services that enable the business of the CSIR and will be responsible to ensure financial statutory compliance based on technical knowledge, legislative insight, organisational knowledge, business processes and financial reporting systems. This position is based in Pretoria.

#### Key responsibilities:

- Support and assist the Chief Financial Officer with the implementation of the CSIR strategy, operational plan and goals within the prescribed legislative framework;
- Review, improve and implement business processes that meet and adapt to the legal and organisational requirements and align these with changes in the strategy and business objectives;
- Provide input on financial business application requirements for compliant and effective statutory financial reporting to mitigate risks and achieve business goals;
- Assist and advise stakeholders engaging with the CSIR to ensure an understanding of the business environment, legal framework, business processes and solutions as well as the impact of changes to legislation on the organisation's finance function;
- Advise executive and management of changes to legislative requirements that will have an operational impact on the business environment in the short and long term;
- Ensure effective and efficient financial resource management to enable the organisation to meet its obligations;
- Support effective fixed asset management through accurate recording of asset information, custodians and locations of asset, safeguarding, verifying, useful life assessment and assisting with asset replacement planning;
- Prepare and recommend the CSIR borrowing plan for approval by the Minister of Finance and manage the financial instruments issued against approved limits;
- Ensure that facilities approved by financial institution will be sufficient to meet the organisational demands;
- Plan and coordinate internal and external statutory and compliance audit and action findings to improve the control environment;
- Oversee the reconciliation and administration of the CSIR Parliamentary Grant (PG) allocation;
- Oversee the provision of PG information for decision making and verification against the submissions to National Treasury, external auditors and the Department of Science and Technology (DST);

- Direct and oversee the financial, resource and business process management of the central finance departments;
- Provide standard, specialised and on-request financial information and analysis to be used for decision making purposes
- Report to various stakeholders in terms of the Public Finance Management Act (PFMA) requirements, including financial performance indicators;
- Provide annual financial statements and ensure financial records for the CSIR are complete and accurate;
- Establish and advise the organisation on requirements to maintain an efficient and effective financial control environment and high governance standards;
- Review relevant CSIR financial policies regularly to ensure they remain relevant as well as advise and implement improved procedures and processes to mitigate financial risks;
- Inform and assist executive and management on operational and business risks that impact on the statutory compliance of the CSIR including advise on control deficiencies, financial and reputational risks;
- Obtain approval and ensure compliance with Treasury and the South African Reserve Bank on transacting in foreign currencies.

### Qualifications, skills and experience:

- A Chartered Accountant (SA) qualification with at least seven years' experience working as a senior member of a finance team, of which five years' must be in Public Entities or State owned Enterprises;
- Excellent leadership and communication skills;
- Experience in managing a large group of staff;
- Working knowledge of financial business systems, trends and integration points;
- Ability to design and structure a finance support function that will provide efficient and effective support to the business;
- Ability to build a successful team and strategic relationships;
- Planning, organising, flexibility and adaptability skills;
- Analytical thinking and problem solving skills;
- Attention to detail and financial acumen.

*Please ensure that all work experience, abilities and skills are grouped together and not referenced all over the advert.*

Should you meet the above requirements, please email your CV to [jobapplications@csir.co.za](mailto:jobapplications@csir.co.za) with your name and surname, position title and reference number in the subject line, **(eg. John Smith: Job title: Reference No: 309498)**

**Closing date: 25 January 2019**

**PLEASE NOTE THAT FEEDBACK WILL BE GIVEN TO SHORTLISTED CANDIDATES ONLY.**

For more info, please contact the CSIR Recruitment Centre on **012 841 4774** or email us at [Recruitmentinfo@csir.co.za](mailto:Recruitmentinfo@csir.co.za)

*The CSIR is an equal opportunity employer. As such, it is committed to the Employment Equity Act of 1998. By applying for this position at the CSIR, the applicant understands, consents and agrees that the CSIR may solicit a credit and criminal report from a registered credit bureau and/or SAPS (in relation to positions that require trust and honesty and/or entail the handling of cash or finances) and may also verify the applicant's educational qualifications and employment history. **The CSIR reserves the right to remove the advertisement at any time before the stated closing date and it further reserves the right not to appoint if a suitable candidate is not identified.***