

## CAREER OPPORTUNITY

The Council for Scientific and Industrial Research (CSIR) is a leading scientific and technology research organisation that researches, develops, localises and diffuses technologies to accelerate socio-economic prosperity in South Africa. The organisation's work contributes to industrial development and supports a capable state.

### Finance Manager: Defence and Security

#### About the job:

The CSIR has a vacancy for a **Finance Manager** in the Mining, Manufacturing, Defence and Security division. The successful incumbent will be supporting the Cluster with financial information, analysis and advice for strategic decision-making, input to Cluster strategy (solely accountable for finance position of the strategy). Identification of business opportunity, feasibility determination and impact of changes in strategy. The incumbent will assume overall accountability for financial management of the Cluster, monitoring and evaluation of all financial Key Performance indicators (KPIs) and the management and development of the finance Team within the Cluster. Additional responsibility within the Cluster to provide input to and implement initiatives driven by the Divisional Financial Manager and Management Team. This position is based in Pretoria.

#### Key responsibilities:

- Guide and assist the unit with budgeting and forecasting processes;
- Prepare and provide monthly financial reports for the monitoring of the success of the business plan implementation;
- Develop, prepare and provide standard and on-request financial reports and data analysis of unit activities or stakeholder financial contract information;
- Obtain an understanding of the unit financial environment by pro-actively analysing and interpreting data and reports;
- Review customer and supplier agreements to mitigate risk and maximise cash flow;
- Identify and determine the impact of stakeholder requirements on financial reporting for timeous and accurate submission of financial information;
- Review planned purchases of property, plant and equipment to assess financial risks, availability of funding, payment terms and conditions, legislative requirements for importing and the return on investment;
- Review classification and useful life of assets to ensure adherence to accounting policies;
- Assist with the integration of new initiatives into and out of the CSIR and the transfer of initiatives between units within the CSIR;
- Attend initiative specific meetings with industry partners to provide financial feedback against the programme budget, deliverables and objectives;
- Ensure that customer contracts are accurately captured and administered in the financial system;
- Manage, direct and advise relevant staff on month end, quarter end and year end processes;
- Create awareness of relevant financial legislative and policy changes to assist management with the implementation of financial policies and procedures, legislation, accounting framework and audit requirements;

- Review and improve unit financial business processes and the financial internal control environment;
- Manage relationships with internal and external stakeholders, customers and suppliers;
- Prepare, assist and provide process descriptions and other financial information requirements to assist the auditors in meeting the set deadlines;
- Manage staff to ensure performance of duties in accordance with job requirements;
- Evaluate segregation of duties continuously to ensure the control environment remains intact;
- Identify gaps for training or development of staff to assist with skills retention and succession planning.

### Qualifications, skills and experience:

- An Honours degree or equivalent, such as a CIMA qualification with at least seven year's finance experience in a medium to large business including:
  - Three years management experience;
  - A combination of private and public sector experience;
  - Contract evaluation and management;
  - Experience in analysing & interpreting financial data;
  - Stakeholder engagement, including internal and external stakeholders, such as auditors, suppliers, industry funders, etc.
  - Sound understanding of legislation applicable to state owned entities;
  - ERP finance system application experience;
  - private working experience in a complex and multi-dimensional financial department;
- Chartered Accountant (SA) qualification would be an advantage;
- Excellent experience in analysing complex financial reporting;
- Advanced analytical and problem-solving skills;
- Ability to make informed decisions, attention to detail and a high level of accuracy;
- Strong problem-solving skills and the ability to develop solutions to complex financial issues;
- Very effective organisational skills and advanced Microsoft Office suite skills;
- Outstanding knowledge and ability to apply accounting principles;
- Excellent knowledge of statutory requirements, legislation, policies and procedures typically relevant in the area of responsibility;
- Exceptional ability to assess risk within the area of responsibility and skills to recommend and implement appropriate internal control systems;
- Ability to analyse financial data and to communicate the results to a diverse group;
- Ability to manage, evaluate and develop people;
- Excellent interpersonal skills and the ability to have effective working relationships with people at all levels in the organisation;
- Excellent verbal, written, listening, presentation and communication skills;
- Ability to work/function well within teams with sensitivity to diverse cultures;
- Sound work ethic, time management skills and the ability to manage stress.

Should you meet the above requirements, please email your CV to [jrecruitment01@csir.co.za](mailto:jrecruitment01@csir.co.za) with your name and surname, position title and reference number in the subject line, **(eg. John Smith: Job title: Reference No: 310921)**

**Closing date: 09 December 2020**

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

For more info, please email us at [recruitment01@csir.co.za](mailto:recruitment01@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.***