



SENIOR ACCOUNTANT

The Company

Our Client has been in the technology industry for over two decades and is recognised as the largest Information and Communications Technology solutions provider in the country. Strategic partnerships with world renowned technology providers have enabled them to specialise in developing and supporting digital transformation in the mining, energy, and financial services sectors; thereby actively enhancing Namibia's growing economy. Their strategic imperative is to become Africa's number one digital transformation partner and as such they are unreservedly committed to identifying and soliciting the best talent to take along on this journey. They now seek a technically astute professional; who is agile and results-driven to lead a team of young professionals to achieve the business unit's strategic goals.

The Position

The successful candidate will report directly to the Financial Director and must work as a collaborative partner; helping to drive standards, compliance, key outputs, deadlines and business imperatives. You will display a high level of agility, emotional intelligence and independence and be actively involved in financial accounting, payroll, and monthly reporting. You will be fully aware of and adhere to all IFRS Accounting standards, and must stay abreast of current trends and international standards in Accounting, Income Tax, VAT and PAYE. An awareness and ability to utilise statistical and forecasting methods in accounting analyses and management is a prerequisite for the position. You must be innovative and contribute to the continuous improvement of the business units and operational frameworks, thereby supporting a culture of learning; one which will respond to the dynamic technological environment within which the business operates. The environment requires you to demonstrate a flair for technology, to be responsive to the ever-changing demands of the economy and to undertake career development training made readily available, specifically in your field. The position offers prospects for continuous job stimulation and growth, and is ideally suited to an individual who seeks an opportunity to actualise their potential, to broaden their scope and be open to possible upward mobility.

Key areas of focus:

- **Taxes:** Submission of VAT, Import VAT, Royalty Tax, PAYE, and all related taxes on the ITAS system.
- **General Ledger:** Ensure the correctness and accuracy of the monthly GL entries and review of debtors, creditors, cashbook, inventory & fixed assets sub-ledgers.
- **Financial statements:** Prepare monthly balance sheets and critical income statement reconciliations as well as Income Statement analysis and interpretation.
- **Banking:** Load all banking details on the Pastel banking system and ensure daily payments.
- **Foreign currency management:** Translate foreign currency differences, and foreign exchange contracts.
- **Assist Financial Managers in Cost Unit:** Assist the Financial Managers in reviewing client accounts.
- **Fixed Asset Management:** Oversee the fixed asset register and manage the repair and replacement of assets with all stakeholders input.
- **Management Packs:** Prepare monthly management packs.
- **Monthly management reporting:** Prepare and submit standard monthly reports to Head Office in South Africa.
- **Payroll Processing:** Capture data on internal and external payrolls and execute the payroll function.
- **Monthly financial reporting:** Ensure full month-end reporting and balancing.
- **Support to the Financial Director:** Respond to and resolve queries from the Financial Director.

The Person

Minimum requirements:

- Degree in Accounting/Finance from a recognised tertiary institution. A postgraduate qualification would be an added advantage.
- At least 5 years' experience in a financial accounting environment, of which 2 must have been in a supervisory role.
- Experienced in the use of Pastel Evolution or any related ERP systems.
- Thorough knowledgeable of IFRS and accounting standards.

Competency requirements:

- Highly technical with good conceptual ability.
- High level of independence with the ability to take initiative.
- Ability to critically evaluate situations and offer solutions to challenges.
- Team player with good relationship building skills.
- Effective planning skills coupled with strong interpersonal skills.
- Highly motivated, quick learner, a self-starter with a great sense of urgency and responsibility.
- Emotionally intelligent, results driven and highly compliant individual.
- High ethical and integrity standards; including the ability to foster sensitive relationships and maintain strict confidentiality parameters.
- Adopts a systematic, methodical and consistent approach.
- Proven ability to operate in a fast-moving commercial environment.



Interested?

- Closing date: **15 May 2020**
- e-mail your CV to info@potentia.com.na

Please be advised that all applications will be handled exclusively by Potentia Namibia Recruitment (Pty) Ltd and all selected candidates will be required to undertake an assessment test. Only electronic CVs will be accepted.