

The Agricultural Research Council (ARC) is a premier science institution that conducts research with partners, develops human capital and foster innovation in support of the agricultural sector. It provides diagnostic, laboratory, analytical, agricultural engineering services, post-harvest technology development, agrochemical evaluation, consultation and advisory services, food processing technology services as well as various surveys and training interventions. Through its wider network of research institutes and experimental farms, the ARC provides a strong scientific base and a broadly distributed technology transfer capacity to the entire agricultural industry in South Africa.

The ARC-Central Office (ARC-CO) seeks to appoint a highly skilled, experienced and dynamic person to the following position at Hatfield, Pretoria:

INTERNAL FINANCIAL CONTROL AND REPORTING MANAGER

Key Performance Areas:

- Oversee the year-end process and ensure that the AFS Supporting schedules are accurate and submitted timeously for audit.
- Identify, assess, document and monitor business processes (including financial systems) that affect the ARC's financial reporting, including the use of process narratives & flowcharts.
- Develop policies for core financial reporting processes and oversee the implementation of related processes.
- Prepare and manage the ongoing quarterly, interim and annual reporting process (financial statements) for the ARC to relevant stakeholders.
- Provide financial accounting advice, guidance and support to financial staff.
- Actively seek uniformity and automation of controls across the ARC through efficient use of financial systems and innovative technology to enhance and continuously improve the design and effectiveness of controls, including efficiencies in documentation, assessment, and testing of controls.
- Coordinate with internal and external auditors to ensure the effectiveness of the financial controls, and accuracy of the financial reports and the resolution of any audit findings.
- Work closely with stakeholders across functions in a fast-paced environment, able to provide solution to issues.



- Stay current on best practices and latest thinking regarding GRAP, processes, risk management and controls.
- Assist with financial risk management activities and reporting.
- Management and review of consolidated balance sheet accounts and ensure that all reconciliations are prepared, reviewed and filed on a monthly basis, and consolidated review of the general ledger accounts.
- Staff management, development and training. Plan, organise, lead and control subordinate's activities to ensure sub-functional objectives are met or exceeded. Manage people development initiatives succession planning and talent management to meet functional performance standards.
- Participate in special *ad-hoc* projects to support the business as required. Work on projects/initiatives as assigned.

Requirements:

- B Com Honours or Equivalent.
- Chartered Accountant (South Africa) Advantageous.
- Seven (7) years post article experience (Financial management /reporting).
- Five (5) years management experience.
- Good knowledge and working experience on GRAP, Value added tax act, (PFMA) Treasury regulations.
- Financial management / accounting; Governance, Risk management and Project management.
- Strong business acumen and interpersonal skills.
- Knowledge of Business Intelligence tools an advantage, e.g., Power Bi.
- Knowledge or experience in implementing an ERP solution.
- Compile precise business requirements for development/improvement to the ERP.
- Experience in a centralised, multi-division financial management environment.
- Understanding of Project Management processes.



Enquires: Ms Thabisa Makhubela, Tel: (013) 753 7043
CLOSING DATE FOR APPLICATIONS: 06 JUNE 2022

A competitive remuneration package will be congruent with the scope, responsibilities and the stature of the position. The appointment will be subject to a positive security clearance and preference will be given to South African citizens.

Applications accompanied by covering letter, detailed CV (Including certificates, supporting documents, copy of driver's license and nationality. NB: Non-RSA Citizens/work permit holders must attach certified copies) as well as the names and particulars of three (3) traceable referees must be e-mail to HRCV@arc.agric.za.

SAQA evaluation report must accompany foreign qualifications. Incomplete applications will not be considered. Applicants who do not receive any response four (4) weeks after the closing date must regard their applications as unsuccessful. The Agricultural Research Council is an equal opportunity employer and is committed to the principles and processes of Employment Equity. The company has the right not to appoint.

