



NECTAMEN CONSUMEBATUR

Vacancy Advert

Chief Financial Officer

Uniting Presbyterian Church of Southern Africa: Central Church Office

The Uniting Presbyterian Church of Southern Africa invites suitable candidates to apply for the above position at the UPCSA Central Office in Johannesburg to start on the **1st June 2018**. The successful candidate could be a Professional Accountant (CA (SA) or SAIPA (an advantage) but candidates qualified by experience (QBE) will also be considered, and should have:

- Eight years' broad-based financial management experience preferably in an NGO (non-government organisation), PBO (Public Benefit Organisation) or a Religious Body similar to that of the UPCSA, at least three years' working experience in a senior management role, possess a good track record performing accounting duties related to the position, and have up to date and in-depth knowledge of regulations, policies and procedures relating to financial and accounting functions
- Excellent accounting skills and accreditation, administration skills, and per implication knowledge of bookkeeping and other related practices involving accounting and finances at the Central Church Office and the UPCSA
- Excellent working knowledge of Pastel accounting package as well as a very good understanding of most recognised accounting software programmes
- A very good understanding of Human Resources practices
- A high level of computer literacy, excellent Business English, and preferably have some proficiency in other African languages.

The full **job description** can be obtained from the UPCSA's official website: www.upcsa.org.za. **Applications including a motivational letter and a full CV** should be e-mailed to the Convener of the Church Office Committee, Rev. Zolani Makalima at makalima.zolani@yahoo.com and also to Dr Inette Taylor at inette@worldonline.co.za. **Please note: Due to unreliable postal services, only electronic submissions are acceptable.** For more information on the position, contact Rev Zolani Makalima at 083 3087413 or Mr Geoff Jooste (retiring CFO) at 082 447 2463. *Please do not make any inquiries on, or send any applications for this position to the UPCSA Central Office.* The **closing date for applications is 31st March 2018**. All applications will be treated confidentially. Shortlisted candidates will be notified on or before 5th April 2018.