



Vacancy Advert

Chief Financial Officer

Uniting Presbyterian Church in Southern Africa: Central Church Office

REF: 2023/00000001

The Uniting Presbyterian Church in Southern Africa invites suitable candidates to apply for the above position at the UPCSA Central Office in Kempton Park to start on the **1st May 2023**. Reporting to the General Treasurer for functional responsibilities and to the General Secretary for administrative responsibilities, the successful candidate will have:

- a B Comen degree in Finance or Accounting or another relevant finance degree.
- at least 3 years' experience in a similar senior management capacity with a good track record performing accounting duties related to the position.
- Experience in strategic financial management.

In addition, the following experience and technical skills would be an advantage:

- Five years' broad-based financial management experience preferably in an NGO (non-government organization), PBO (Public Benefit Organisation) or a religious body similar to that of the UPCSA. Proven a good track record performing financial duties related to the position and up to date and in-depth knowledge of regulations, policies and procedures relating to taxation, financial and accounting functions.
- Excellent accounting and administration skills, and per implication:
 - Experience and a good understanding of accounting software programs. A good working knowledge of Pastel accounting package would be an advantage.
 - Knowledge of the requirements of International Financial Reporting Standards (IFRS) and IASB's
 - Computer literate and having a sound knowledge of internet systems and the Microsoft Office suite especially Excel (preferably at advanced level), Word, Outlook, PowerPoint, Access, SharePoint.
- A very good understanding of Human Resources practices, including Payroll administration and Employee tax.
- Excellent Business English, and preferably have some proficiency in other African languages.
- Experience in transnational operations would be an advantage.

The full job description can be obtained from the UPCSA's official website: www.unitingpresbyterian.org