



NECTAMEN CONSUMEBATUR

Vacancy Advert

Chief Financial Officer

Uniting Presbyterian Church in Southern Africa: Central Church Office

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 Comm 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 organisation), PBO (Public Benefit Organisation) or a Religious Body similar to that of the UPCSA. Possess 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 SMME's
 - Computer literate and having a sound knowledge of network 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

Applications including a motivational letter and a detailed comprehensive CV should be e-mailed to

- the Convener of the Church Office and Human Resources Committee, Rev Glynis Goyns, email address glynis.goyns@gmail.com and also
- the General Treasurer, Mr Ryan Johnson, email address generaltreasurer@unitingpresbyterian.org

Please do not make any inquiries at the UPCSA Central Office or send any applications for this position to the UPCSA Central Office.

The **closing date for applications is 31st January 2023.**

All applications will be treated confidentially. Shortlisted candidates will be notified by 3 February 2023.