

JOB DETAILS

Job Title	Accountant Business Performance
Division	Finance and Treasury
Unit	Finance
Job Type Classification	Permanent
Location - Country	South Africa
Location - Province	Gauteng
Location - Town / City	Centurion
Email CV to:	recruitment@tianaconsulting.co.za

MAIN PURPOSE OF THE JOB

Responsible for consolidated Business Performance reporting which includes consolidated insights and analysis as well as standardisation of reporting and reporting frameworks, and standardisation of practices and internal team processes to ensure the meeting of monthly, quarterly and annual reporting requirements. Further responsible for financial modelling, consolidated revenue assurance & balance sheet substantiation reporting, cost recovery model implementation and continued maintenance., authorise electronic payments and generating customer Certificate of Balance.

Key Performance Areas 1. Maintenance of a full cost recovery model in the Group.

- Support the development, implementation and maintenance of cost recovery model for the Bank through:
 - An in-depth understanding of the business costs and driver analysis
 - Validation of drivers with Business with the intention of utilising inputs in the development of an activity based costing model
- Develop and monitor the Activity Based Costing Model
- Support the EXCO Cost Recovery Model approval process
- Manage the cost recovery model, practices and processes

2. Budgeting and Forecasting

- Enable the delivery of the forecasting and planning process for the business performance team which includes:
 - Providing communication support
 - Distribution of budget/forecast guidelines,
 - Adhoc data collection support
- Update and maintain financial models and update forecasts based on various strategic operating metrics.
- Support the compilation of consolidated budget Presentation (including commentary) for Exco and Board approval after reviews by Head of Business Performance and the CFO

3. Process analysis and Improvement

- Track and identify efficiency improvement opportunities of all internal reporting processes

- Review, update and maintain internal models i.e. Cost Recovery, Budgeting and Forecasting models, liability solution model
- Review Service Levels Agreements (SLAs) against internal processes and manage accordingly with business stakeholders
- Maintenance and updating of Liability Solution model
- Support the automation of reports through various solutions available to the Bank

4. Consolidated reporting and Finance business partnering

- Reporting
- Finance Business Partnering

5. Drive financial risk management through continuous improvement of processes and controls

- Reviewing of existing processes and procedures to develop recommendations for business improvements

6. Authorisation of electronic payments

- Receive payments from the Finance and Administration business unit duly validated and authorised by respective business unit leaders per applicable DOP.
- Review documentation for proper authorisation in terms of DOP to effect payment.
- Review supporting documents and captured data per payment procedure
- Release funds from designated bank accounts to vendors/clients

7. Preparation of daily Certificate of Balance accounts and processing of Internal Purchase Requisition (IPR), invoices and payment requests for Business Performance

- Certificate of Balance
- Processing of Internal Purchase Requisition for Business Performance

Preferred Minimum Education and Experience

- CA(SA)
- Must have completed audit articles
- Registered with accounting professional body e.g. SAICA
- Finance Business Partnering, Financial reporting and management accounting as well as Business Strategy and Analysis - 5 years post articles

Critical Competencies Sound knowledge of the reporting requirements as prescribed by IFRS & IAS regulations

- Financial analysis, insights generation
- Financial Reporting Software Packages(SAP, SAP-BI etc)
- Business Acumen
- The ability to deal with ambiguity
- Microsoft Office- Excellent Excel skills including financial modelling

- Effective Communication
- Additional Requirements Travel as and when required
- Extended hours as and when required.