

INTERNAL/EXTERNAL ADVERTISEMENT

North Block Complex (Pty) Ltd – NBC is situated in Belfast; Mpumalanga requires the services of a Financial Manager. This mine is an Opencast mine. We are looking for a skilled and accomplished candidate to join our Dynamic Team.

Vacancy	Financial Manager
Job Grade	Paterson Grade D-Upper Level
Employment Type	Permanent
Reports to	General Manager
Reference:	NBC/ FM
<p>PRIMARY PURPOSE:</p> <p>The primary purpose of the job is to oversee the full financial and cost accounting role, including procurement department to ensure the company's strategic objectives are met. Reporting directly to the General Manager, with dotted line reporting to the Group Finance department.</p> <p>responsible for the financial accounting function in an organisation. Responsibilities include the preparation of financial accounts, establishing accounting policies/procedures, ensuring compliance of subsidiaries (when a head office function), maintenance of asset register, financial records, and stock control.</p>	
<p>MINIMUM QUALIFICATIONS AND REQUIREMENTS</p> <ul style="list-style-type: none"> Accounting/Finance qualification. An honors degree in Accounting/Finance will be an advantage. Minimum 8 years' experience in financial management and reporting in a coal mining operational environment (Export and Eskom). Must be willing to travel locally and work extended hours when required. Must be able to work under pressure in a changing environment. Advanced Excel and Microsoft Dynamics is preferable. 	
<p>KEY PERFORMANCE AREAS/RESPONSIBILITIES</p> <ul style="list-style-type: none"> Handle the full field of financial and cost accounting role. Responsible for day-to-day finance and accounts operations. Monthly tax accrual calculations and annual tax calculation preparation for audit review. Reporting full Trial Balance to Head Office Finance and Executive Committee. Preparation of month end reporting pack to Head Office Finance, Exco and Board. Analysis of actual vs budget numbers to discuss with the relevant mine departments to determine why the larger variances exists and to see where costs savings can be managed. Calculate and update monthly production reports, closing stock balances, financial reviews, cost reports and strip ratios. Annual budget preparations with new mine plans and liaisons with the relevant departments for board approval. Understand and manage the legal contracts and obligations with regards to our long-term loan. Completion and calculation of monthly Payroll sheets for Salaries, including resignations, new employees, maternity leave, overtime pay, bonuses, acting allowances, shift allowances, living out allowances, and provident funds. Perform forecasts and budgets and working closely with the operations and head office teams in analyzing margins, variances, and cost analysis of both monthly and annual results. Competition of monthly and quarterly cash flows and projections Work alongside the various divisional head such as logistics production logistics manager to ensure accuracy and completeness of financial records and determine the effect on monthly cash flows. Manage and liaise with the auditors in respect of all sites related aspects of the audit. 	
<p>Legal/ Professional registration required:</p> <p>Preference to CIMA / SAICA / SAIPA or other relevant accounting body KNOWLEDGE and SKILLS:</p> <ul style="list-style-type: none"> Good knowledge of best practice and developments in the mining industry and a drive for continuous improvement. Ability to visualize and communicate mine designs using specialized mine design software. Proven leadership and strong negotiation skills. Advanced level of technical communications, personal interaction, and presentation skills. Ability to collaborate effectively with other departments. High level of computer literacy including MS Office. High level: all Systems, good communication and people skills. Analytical skill Negotiating Skills. Benchmarking. Relevant legislations: Mining Charter and BBBEE. Understanding of core finance and accounting principles particularly those applicable to the mining industry. 	

How to apply

Send your updated CV including certified copies of certificates and ID Copy to NBC.RECRUITMENT@NOTHBLOCKCOMPLEX.com. Applicants are required to state the reference number of the position they are applying for on the email subject.

Additional Information: Preference will be given to internal candidates and suitably qualified candidates from the designated groups in line with the Company's Employment Equity Policy and Plan. Pre-screening, Psychometric assessment, medical fitness assessment and security clearance form part of the recruitment and selection process.

Due to the large number of applications, we envisage receiving, only shortlisted candidates will be contacted. Should you not hear from us within 30 days after closing date, please consider your application unsuccessful.

Fraud Alert:

NBC will never ask for money transfers or payments from applicants to secure a job.

Report fraud and corruption through the following methods: online www.behonest.co.za, Toll free number – 0800 212 754,

WhatsApp number – 0860 004 004, Email- UniversalCoal@behonest.co.za

Closing Date: 30 November 2023