

Senior Accountant – Manager Compilations

Department

Compilations Department

Location

PKF George

Position Type

Permanent

About the position

Purpose of the role

Key responsibilities:

- Take responsibility for a client portfolio
- Compilation of Financial Statements
- Provisional and Income Tax Calculations
- Assign work to team members
- Ensure that the team objectives / deadlines are met
- On-the-job training for accountants
- Must be able to work under pressure
- Self-motivation, excellent communication with clients and colleagues, teamworking and interpersonal skills
- Detail reviews to be performed on team member's work

Academic Qualifications Required

Not a requirement but will be seen as an advantage:

- Degree in Financial Accounting
- Completed SAICA/SAIPA articles

Skills, Competencies and Experience Required

Skills

- Knowledge of IFRS or IFRS for SME's
- Must be accurate
- MS Office
- VAT & Income tax knowledge
- Management of team
- Motivate team
- Fully bilingual (Afrikaans and English)

Competencies

- Management of team
- Motivate team
- Fully bilingual (Afrikaans and English)

Experience

- Knowledge of IFRS or IFRS for SME's
- Must be accurate
- MS Office
- VAT & Income tax knowledge

Required Computer Package Experience

- Microsoft Office
- CaseWare
- Draftworx
- Sage, Xero experience (not a requirement but will be seen as an advantage)

Key Duties and Responsibilities – Key Performance Indicators

- Take responsibility for a client portfolio
- Compilation of Financial Statements
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Level of Independence

Work independently but work is reviewed by Partner

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Applications to be sent to: Souney De Villiers, HR Manager at souney.devilliers@pkfgeorge.co.za

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