



a world class African city



City of Johannesburg
Johannesburg Development Agency

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Exciting and challenging positions

The JDA is an agency of the City of Johannesburg which stimulates and supports area-based economic development initiatives throughout the Johannesburg metropolitan area in support of Joburg 2040. As development manager of these initiatives, JDA coordinates and manages capital investment and other programmes involving both public and private sector stakeholders.

The position is available for an achievement-oriented individual with initiative and a commitment to give substance to this vision. JDA offers a market related salary commensurate with qualifications and experience.

ACCOUNTANT
Fixed Term Contract- 12 Months
SALARY R 700 288 – R 1050 432

Purpose of Position: Reporting to the Senior Manager Financial Management, The Accountant is responsible for the preparation, development and analysis of financial information. The incumbent will maintain the accounting system in accordance with standard operating procedures and internal controls of JDA. The Accountant will work closely with the SM: FM to prepare various reports to internal and external stakeholders and ensure continuous improvement to the financial processes in line with best practices. Together with the SM: FM, the goal is to build capacity in the finance department leveraging technology and cloud-based solutions, provide quality and timeous financial information to the leadership team to inform strategic decision making.

KEY PERFORMANCE AREAS

- **Financial Reporting:** Prepare and analyse financial statements, including balance sheets, income statements, and cash flow statements.
- **General Ledger Management:** Maintain and reconcile the general ledger, ensuring accuracy and completeness of financial records.
- **Budgeting & Forecasting:** Assist in the preparation of budgets and forecasts, providing insights to support financial planning and decision-making.
- **Compliance:** Ensure compliance with accounting standards, regulations, and company policies. Assist with internal and external audits.
- **Cost Analysis:** Analyse manufacturing costs and variances, providing recommendations for cost control and efficiency improvements.
- **Transaction Processing:** Oversee accounts payable and receivable functions, ensuring timely and accurate processing of transactions.
- **Reporting:** Generate financial reports for management and stakeholders, highlighting key financial metrics and trends.
- **Asset Verification:** asset Verification
- Other Revenue Processing, ensure all findings raised by the Auditor general and the internal audit are addressed.

EDUCATION AND EXPERIENCE:

Post Graduate Degree in finance/accounting or equivalent (NQF Level 7)

- A minimum of 4-6 years relevant experience in Finance Environment
- The candidate must have financial reporting and financial statements preparation experience
- extensive knowledge of PFMA, MFMA, Treasury Regulations
- GAAP Reporting skills
- Computer

- skills (MS Office) • Good research and analytical abilities. • People Management • Project Management skills. • Financial and Risk Management skills. • Computer literacy at user level (Ms-Word; PowerPoint; Excel; Project Management; Outlook, etc.).
- Extensive **SAP** knowledge will be an added advantage.
 - Professional registration with SAICA, SAIPA, ACCA or CIMA.

Please take note that only online applications will be considered. Please apply by using the following link below:

<https://share-eu1.hsforms.com/114ATDpRzQuSgxOD8mAd5xQew554>

Closing date: 01 June 2025

Correspondence will be with short-listed candidates only. Should you not hear from us within 30 days of the closing date, please consider your application unsuccessful.

Johannesburg Development Agency is an equal opportunity employer