

Durban University of Technology (DUT) is located on the warm east coast of South Africa. It sprawls over seven (7) campuses in tropical and picturesque Durban, and in Pietermaritzburg, with its undulating hills that flow over from the Drakensberg Mountain.

According to our *ENVISION2030* strategy, DUT's DNA has two strands, namely '*people-centred and engaged*' and '*innovative and entrepreneurial*'. These are interwoven intrinsically by a number of double pairs consisting of '*values and principles*' that bind our double-helix together. The extrinsic expression of our DNA is via *The DUT-Way*; which demonstrates our collective character and behaviour.

The University's ultimate goal is to contribute towards improving the lives and livelihoods of all its people, both internal and external. DUT consistently strives towards excellence and greatness in teaching-learning and in research-innovation; something that has been recognized recently when *The Times Higher Education's World University Rankings* placed DUT within the top 500 of Universities in the world and within the top 5 universities in South Africa. The enactment of these internationally recognized strengths is demonstrated in our impactful engagement internally and externally in service of our localities, the region and the country at large.

Finance and Procurement

Post: Manager – Manager External Reporting (Ref F550)

Minimum Requirements:

- Honours Degree in Financial Accounting OR CTA OR any other qualification in accountancy (NQF Level 8)
- 6 to 8 years' experience in Financial Accounting and External Reporting of which 3 years should have been in a management role.
- Knowledge of relevant legislation and rules
- Understanding of IFRS and other relevant accounting standards
- Knowledge and experience of financial statement preparation
- Knowledge and understanding of financial statement interpretation.
- Understanding of Financial systems
- Advanced Proficiency in MS Office
- Proficient in Information Technology systems

Key Responsibilities:

- Review and produce financial statements at least on a quarterly basis.
- Prepare the DUT Annual Financial Statements in accordance with the requirements of IFRS and the relevant DUT policy and guideline documents.
- Coordinating monthly reporting processes for external and internal reporting funding in collaboration with other managers.

- Review the financial reports of DUT entities on a monthly/quarterly/annual basis ensuring the University meets all its statutory and compliance obligations, including statutory accounting and tax issues.
- Plan and prepare for external audits. Ensure all relevant reconciliations and support documents are in place and available.
- Oversee the external auditing process, monitor progress and ensure adherence to planned timeframes for submission to the relevant Council Committee
- Support the Head Financial Accounting with the presentation of the audit findings to the relevant Council Committee and other DUT structures.
- Review and submit statistical data for external reporting to the Reserve Bank, Statistics South Africa and Department of Higher Education
- Review and consolidate information for the timeous and accurate submission of statutory reports to the relevant authorities and governing bodies.
- Implement Group Tax guidelines.
- Attend to and resolve any financial queries from internal and external stakeholders.
- Provide advice to departments and business partners on financial controls and policy/procedure.
- Manage a team of direct report and maintain a climate conducive for team motivation and performance.

Salary: Market related

Contact Person: Miss. BZ Ngcobo

Email Address: HCSRecruitment@dut.ac.za

Status of Position: Permanent

Please complete an **official application for employment form** and send a **detailed CV, copies of ID, qualifications and a covering letter** with the **exact name of the post you are applying for** to: HCSRecruitment@dut.ac.za

Kindly note:

Communication will be entered into with short-listed candidates only. Only applications made on our application for employment form would be considered.

Closing date: 07 September 2023 @ 16:00pm

“While DUT strives for equal opportunities, preference will be given to suitable candidates in terms of the University’s equity policy” The University reserves the right NOT to make an appointment.