



an agency of the  
Department of Sport, Arts and Culture

<b>Position:</b>	Finance Manager
<b>Department:</b>	Finance
<b>Manager/Supervisor:</b>	Chief Financial Officer
<b>Position Status:</b>	Permanent
<b>Grade</b>	P06
<b>Position Reference Code</b>	FMA2411

Freedom Park is a national monument and heritage destination dedicated to honouring all those who gave their lives in the struggles for freedom. It is established as a cultural institution reporting to the Minister of Sport, Arts and Culture and is situated at Salvokop, on the southern tip of Pretoria.

Freedom Park is looking for an ethical individual who has a passion to contribute to national reconciliation and social cohesion. Applications are invited from suitably qualified and experienced persons for the position of Finance Manager.

### **JOB SUMMARY**

To manage all financial and management accounting functions at Freedom Park.

### **KEY PERFORMANCE AREAS**

- To manage and ensure accurate and meaningful financial reporting, including monthly and quarterly management accounting reports and annual financial statements.
- To manage the strategic financial planning activities, such as budget development and procurement monitoring.
- To manage the financial accounting functions to ensure the accuracy of all financial transactions.
- Manage budget and Cash and Bank account.
- To formulate, implement and monitor financial policies and procedures.

- To ensure that assets are accounted for and managed in accordance with statutory requirements, policies and procedures.
- To ensure adherence to all finance-related statutory requirements.
- To ensure that staff are developed and managed, and that a conducive working environment is created.
- To ensure payment of suppliers within stipulated timeframes, e.g. within 30 days.
- Provide accurate financial input in strategic reports, such as Annual Performance Plans and Annual Reports etc.

## **JOB REQUIREMENTS**

- BCom or BCompt Degree with major subjects in Accountancy, Financial Management, Management Accounting, etc.
- Post-graduate Degree and/or Qualification as a CA (SA) will be an added advantage.
- Minimum of 5 years as a Finance Manager preferably in a public entity or related field.
- Financial management in a medium to large public entity with experience in Financial Planning and Analysis and ERP systems
- Strong knowledge of the PFMA, GRAP, Treasury Regulations, Policy Formulation, implementing and monitoring.
- Honesty, integrity and ethical conduct at the highest level
- Excellent communication skills, both verbal and written
- Excellent organisation and presentation skills.
- Dynamic, innovation, creative skills and ability to relate to people of diverse backgrounds

Applications for internal candidates must be on internal application form.

Applications must be emailed to: [hr@freedompark.co.za](mailto:hr@freedompark.co.za).

All applications must contain a curriculum vitae, certified copies of educational certificates and or other qualifications and identity document. ***Kindly insert the job reference code on the subject line when applying for the position.***

Successful applicants will be subjected to a verification/security clearance.

Closing date is 30<sup>th</sup> of November 2024. ***NB: If you do not receive any response within 14 days of closing days, please assume that your application was not successful. Correspondence will only be with shortlisted candidates.***