



## JOIN OUR YOUTH QUAKE

The SRHR Africa Trust (SAT) is a youth-centred organisation dedicated to gender-equal youth health. SAT works across the SADC region, with country programmes in Botswana, Malawi, Zambia and Zimbabwe, and a regional office in South Africa. We support over 100 communities, NGOs, CBOs and activists to help adolescents walk healthy, happy, confident and safe pathways to adulthood.

We are looking for a dynamic individual with a passion for making a difference in the lives of Africa's young people to fill a vacant position at our **Regional Office in Rosebank, Johannesburg, South Africa.**

*SAT is an equal opportunity employer, and particularly encourages qualified people living with HIV, people living with disabilities, women and transgender applicants.*

## REGIONAL FINANCE MANAGER

### PURPOSE OF THE JOB

Work closely with the Finance Director to manage and coordinate all financial accounting, policies and procedures to facilitate delivery of SAT's strategy; produce reports for the SAT Region for submission to the Senior Management Team, the Finance, Audit and Risk Committee, the Board of Directors and the SAT Donors. Provides support to SAT's partner organisations in accounting and capacity building.

### KEY PERFORMANCE AREAS

- Co-ordinating the production of consolidated monthly financial information and reports across all SAT offices
- Producing financial reports for donors
- Managing the regional finance department and regional finance records
- Coordinating the planning and execution of audits (annual external audits and ad hoc donor audits)
- Producing the annual consolidated financial statements for the SAT group and the financial statements for Regional Office
- Ensuring existing financial controls are adhered to and recommending improvements where needed
- Leading the annual budget exercise

- Managing cash flows and monitoring performance against budget.

## **PERSONAL ATTRIBUTES, EXPERIENCE AND QUALIFICATIONS**

The ideal candidate for this position will:

- Have at least five years financial management experience working in a donor grant management environment, or in a financial environment with strong financial controls and procedures
- Be educated to degree level and have a recognized professional accounting qualification (Chartered accountant or CIMA preferably)
- Have a proven track record of managing/supervising staff and coordinating the work of teams
- Be self-motivated, able to work under pressure and deliver on deadlines
- Have excellent analytical, report writing and general communication skills
- Have high level computer literacy skills in Pastel Accounting/Evolution, Microsoft Excel, PowerPoint and Outlook
- Be a mature and ethical individual with high personal standards of trustworthiness, honesty and accountability
- Be able and willing to occasionally travel both within and outside of South Africa.

## **SAT OFFERS:**

- an opportunity to gain exposure and experience of working with international cooperating partners, regional and national organisations in a high profile, long established regional organization
- a professional working environment in the heart of **Rosebank, Johannesburg**
- a competitive market related salary package based on experience, qualifications and skills.

## **HOW TO APPLY**

If you are interested in this position, please send email indicating the position being applied for, and attaching a motivating letter, together with your CV and two contactable references, to **Senzi Radebe** at [radebe@satregional.org](mailto:radebe@satregional.org)

The closing date for receipt of applications is **06 October 2019**