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CENTRAL GAUTENG  
**LIONS**  
CRICKET BOARD

Imperial Wanderers Stadium,  
Corlett Drive, Illovo,  
Johannesburg  
PO Box 55309, Northlands, 2116

## Financial Accountant

### About Central Gauteng Lions

Central Gauteng Lions is a registered Non-Profit Company that serves as the custodian of all professional and amateur cricket activities within the Gauteng province's Central Region. Its primary focus includes administering, promoting, developing and co-ordinating the sport to make Lions Cricket the most successful in professional and amateur cricket.

### Purpose of the Role:

The successful candidate will be responsible for the accounting function for Central Gauteng Lions, playing a critical role in ensuring robust finance procedures and practices with adequate internal controls. The role will report to the Financial Manager and is integral to the functioning of the Finance Department.

### Key Accountabilities:

- Responsible for ensuring that all regulatory requirements are met i.e. PAYE, VAT, COIDA, and that CGL and Lions are in good standing
- Support the Financial Manager in the end-to-end CGL annual budget planning and approval process, including the review, monitoring and management of the overall CGL budget and overseeing CAPEX
- Prepare and provide management accounts and related reports/dashboard to MANCO and other stakeholders (i.e. sponsors, CSA) including monthly variance reports
- Responsible for the effective implementation of Procurement Strategy through the deployment and monitoring of policies, procedure and standards
- Responsible for optimal debtors and creditors management
- Oversee the CGL payroll and all related transactions
- Support the Financial Manager with internal and external audits, ensuring all requirements are actioned, monitored and closed out
- Responsible for fixed asset management (including depreciation, insurance, purchasing, usage, replacement, disposal)
- Support business in all RFP and Tender processes
- Full ownership of all month-end reconciliations and journals (including Bank, receivables)
- Month on month analysis of Balance Sheet accounts
- Ensure all financial transactions are recorded, captured correctly, timeously with all relevant source documentation to substantiate
- Manage CGL Risk Framework and Business Continuity Process
- Ad hoc tasks as required by Financial Manager

### Required Qualifications

- BCom Degree or recently qualified CA

Directors: N. A Vilas (\*\*) [President], E.M Glennistor (\*\*) [Vice President], J.N Leaf-Wright (Chief Executive Officer), M.S Patterson (\*\*), Y.A Manack (\*\*), B.F Lesele (\*\*), Z.F Ngcobo (\*) [Lead I.D], V. Mathura (\*), S. Firer (\*), D.R Laing (\*\*\*), M.S Sacher (\*\*\*),

\* Independent director \*\* Non-Independent director \*\*\* Alternate director

Gauteng Cricket Board operating as Central Gauteng Lions (Non Profit Company in terms of the Companies Act 71, 2008, as amended)  
Reg. No. 1977/002554/08



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### Required Experience (*relevant or in a similar role*)

- 5 year's relevant experience
- 2 years Supervisory/Managerial experience

### Required Behavioural Competence

#### Knowledge & Behavioural attributes:

- Working knowledge of all related legislation (including but not limited to safeguarding – Anti-Corruption, Companies Act etc)
- Sound application and knowledge of BBBEE (General Code)
- Knowledge of sporting codes and experience in a sporting discipline will be an advantage
- Budget Planning, Expense Management & Control
- Project Management
- An analytical mind
- An optimistic and positive approach to work
- A logical and rational approach to problem solving
- The ability to work under pressure and meet deadlines
- A keen eye for detail and desire to probe further into data
- An optimistic and positive approach to work

#### Skills:

- Excellent stakeholder engagement skills (verbal and written)
- Proficient in building collaborative relationships
- Proficient in MS Office
- Planning, organizing and control skills (ability to coordinate multiple tasks with competing priorities and time constraints)
- Proficient MS Office, VIP Payroll and Pastel Evolution
- Financial Modelling as well as Financial Metrics/Key Performance Areas and Service Level Agreements applied within a similar size business
- Reporting standards

#### Competencies:

- **Value Mindset** – approach (all) work and deliverables with a value mindset (creating and adding value)
- **Sense of Urgency** – act promptly, decisively and without delay
- **Initiates Action** – proactively addresses problems, looks for ways to avert crises, anticipates and grasps opportunities to provide value add
- **Deliver Results** – takes accountability for achieving CGL, team and own objectives, ensures completion and follow through
- **Collaboration** – build and maintain collaborative relationships, seeks mutually beneficial solutions, meaningful engagement with all stakeholders
- **Business Acumen** – understands revenue generation, budget management and costs containment in carrying out duties and responsibilities

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### Application Procedure:

Closing Date: 07 April 2021

Comprehensive CV to be sent to: [gcbvancancies@cricket.co.za](mailto:gcbvancancies@cricket.co.za)

Unfortunately, no late applications will be accepted

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