



## **CHIEF FINANCIAL OFFICER**

CIDA City Campus, based in Johannesburg, is the first virtually free higher education institution in South Africa, offering holistic education to historically disadvantaged youth who would not otherwise be able to access higher education.

Applications are invited for the position of Chief Financial Officer at CIDA City Campus.

### **Duties:**

- Responsible for overseeing the full financial function of the organisation. Oversees all company accounting practices, including accounting departments, preparing budgets, financial reports, tax and audit functions.
- To provide timely and comprehensive financial information to the Board, Executive Director, the executive team and donors. Reporting on the financial well-being of the organization to the Executive Director.
- To ensure compliance with all relevant regulatory and financial legal requirements. Assuring compliance with accepted financial accounting standards
- Directs financial strategy, planning and forecasts; conferring with Executive Director, Fundraising team and department heads.
- Supervises investment and raising of funds for business.
- Ability to effectively control expenditure in multi operational units especially regarding capital projects and company's procurement.
- **Specific technical aptitude / experience in the following:**  
Management reporting, Pastel Accounting Systems experience, General Ledger control and management, Cash Management, Budgeting, Managing Divisional Finances, Managing a corporate governance framework and control systems, VAT management and compliance.  
Demonstrate abilities/skills in the areas of financial leadership, business, technical and business knowledge and understanding. Role player in decision making and in the strategic direction of the organization.

**Requirements:**

- A postgraduate qualification in Finance/Accounting or equivalent professional qualification. 8-10 years of finance or accounting management exp, Project Management, Fund management and Donor Relations experience
- Computer Literate (MS Office and Pastel Accounting Software)
- Excellent people management, strategic planning, leadership and interaction, culture and change management, operations management, financial management and supply chain management skills required.
- Persuasive individual who can implement strategy through a prioritization of objectives

**To apply:**

Send a complete and updated Curriculum Vitae; relevant qualifications, names and addresses/e-mail details of three contactable referees, including referees who can attest to the candidate's management activities as well as leadership qualities to:

Mrs. Sheetal Kanjee via e-mail: [skanjee@cida.ac.za](mailto:skanjee@cida.ac.za). Tel: (011) 833-8825

**Closing date:** 31 August 2010

Appointments will be made in accordance with CIDA City Campus' Employment Equity Policies.

A detailed advert and further information about the University can be obtained from the website: [www.cida.co.za](http://www.cida.co.za)