



27 July 2020

**Assmang (Pty) Ltd Khumani Mine** is one of the major Iron Ore producers in South Africa with a well-established overseas market. The Khumani Mine is situated approximately 29 km from Kathu next to the N14 in the Southern Kalahari. Khumani Mine invites highly skilled, motivated and dedicated individuals who would like to be part of this exciting mine and who would like to make use of this unique opportunity to grow and develop within the company to apply for the following position:

## FINANCIAL ACCOUNTANT

**PREFERENCE WILL BE GIVEN TO WIM (WOMEN IN MINING) APPLICANTS**

**Your CV will not be processed if you do not indicate clearly on your application which position you have applied for**

### QUALIFICATIONS & REQUIREMENTS

#### Qualifications

- B.Degree / B.Tech Degree ( NQF level7) in Financial / Management Accounting (Essential)
- B Honours Degree (NQF level 8) in Financial / Management Accounting (Recommended)
- Certificate in Mining Tax / Company Tax (Recommended)

#### Accreditation and Registration

- CA (SA) Qualification (Recommended)

#### Experience

- Minimum of eight (8) years Operational Financial Accounting / Management Accounting experience (Essential)
- Minimum of two (2) years Supervisory / People management experience (Essential)
- Minimum of two (2) years operational Mining / Company Tax experience (Recommended)  
**(Total of eight (8) years' experience required, of which some can run concurrent)**

#### Knowledge, Skills & Competencies

- Systems
  - Integrated Accounting System (JDE, Trail Balance or similar)
- Management knowledge
  - First Line Management Program
- Tax Knowledge
  - Mining / Company Tax
- All relevant legislation
  - All relevant accounting legislation including IFRIS, GHAAP, FICA etc.
- Leadership skills
  - Motivates and empowers others in order to meet organisational goals
- Planning and organising
  - Organises and schedules events, activities and resources
  - Set up and monitors timescales and plans
- Commercial Awareness
  - Understands and applies commercial and financial principles
  - View issues in terms of cost, profits, markets and added value
- Quality Orientation
  - Shows Awareness of goals and standards
  - Follow through to ensure that quality and productivity standards are met
- Problem Solving and Analysis
  - Analyse issues and break them down into their component parts

- Makes systematic and rational judgment based on relevant information
- Specialist Knowledge
  - Understand technical or professional aspects of work and continually maintains technical knowledge
- Personal Motivation
  - Commits self to work hard towards goals
  - Shows enthusiasm and career commitment
- Attentive to detail
  - Accurate capturing on system and minimal errors
- Written communication skills
  - Ability to compile complex financial reports
- Communication and Interpersonal skills
  - Be able to communicate and get along efficiently with people at different levels

#### Other Requirements

- Medically fit for duty
- Drivers Licence - Code B/EB

#### **KEY PERFORMANCE AREAS INCLUDE BUT ARE NOT LIMITED TO:**

- To manage and control the Financial Accounting Service function ensuring financial reporting in line with accounting standards (IFRS), policies and procedures as well as managing the tax compliance for the operation, which includes but not limited to:
  - Financial Accounting
  - Accounts payable
  - Tax Accounting services
  - Financial Control
  - Financial reporting and planning
  - Statutory compliance
  - Asset management
  - System management
  - Customer Relationships
  - Change Management
  - People management and development
  - SHERQ adherence and compliance in own area of work
  - Work ethics

**Appointment:** Remuneration will be based on a competitive all-inclusive flexible package

**Housing:** The Company encourages private home ownership, but the allocation thereof is subject to the rules of the iKhaya Housing Policy

The successful incumbent will be appointed subject to being certified medically fit as per the Mine Health and Safety Act 29/1996 and meeting the requirements of the Company's Code of Practice – Minimum standards of fitness to perform work at a Mine. He / she may also undergo a psychometric assessment.

The abovementioned position is **D-upper level** on the Paterson band grading system. The successful candidate that conforms to all said requirements and experience will be appointed on this grading. Should the successful candidate not conform with all said requirements and experience, but is nonetheless regarded as suitable for appointment to the position, he / she will be appointed on a lower more appropriate grading, until successful achievement of required competencies and skills.

Interested applicants are requested to submit their CV's, together with certified copies of qualifications, to:

**HR Administration Office**  
**Assmang (Pty) Ltd Khumani Mine**  
**Private Bag X503**  
**Kathu 8446 or**  
**fax to 086-407-0666 for Attention HR Administration or**  
**e-mail to [applications@assmang.co.za](mailto:applications@assmang.co.za)**

Please be advised that short listed candidates will be required to authenticate information provided in CV's

**Please make sure your curriculum vitae are in correct PDF or Word format – NO password protected / zipped or download material**

**Applications close on: 17 August 2020**

**NB: PLEASE ATTACH RELEVANT CERTIFICATES, QUALIFICATIONS, LICENSES, ETC TO YOUR APPLICATION**

Please note that **NO** late applications will be entertained.

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If you have not been contacted by the Company within 6 weeks after the closing date, please consider your application to be unsuccessful.

Correspondence will be limited to short listed candidates only.

*Assmang (Pty) Ltd Khumani Mine is an equal opportunity employer. Appointment of successful applicants in positions will be done in line with the Employment Equity plan of the mine.*

Assmang (Pty) Ltd Khumani Mine reserves the right not to make an appointment.