

**CAPITAL  
CONTROLLER/ACCOUNTANT  
GRADE: DL**

**Ref no: FIN/06/21**

**INTERNAL/EXTERNAL  
CLOSING DATE: 06/09/2021**

**REPORTS TO: MANAGEMENT  
ACCOUNTANT**

**PURPOSE OF THE JOB**

- To direct and Coordinate the capital investment and provide a full accounting service to the operation

**MINIMUM QUALIFICATIONS**

- B Com degree or equivalent qualification
- Must have advanced computer literacy skills especially in Microsoft office packages as well as a known financial operating system

**MINIMUM EXPERIENCE**

- At least 3 year experience in a financial department in a mining environment
- Knowledge of VAT and TAX
- Delta experience will be an advantage

**COMPETENCIES & REQUIREMENTS**

- Professional written and verbal communication skills in English
- Have an enquiring mind and the ability to work independently under pressure

**JOB RESPONSIBILITIES**

- Coordinate the capital management process and related administration for the mine.
- Responsible for the period and year end closing of the financial records from a project cost accounting perspective.
- Capital reporting including interim and year end reporting periods.
- Custodian of Asset register.
- Preparation of Board pack.
- Coordinate the annual budgeting and ongoing forecast process within the capital project environment.
- Maintain and ensure compliance to relevant capital accounting policies and procedures
- Manage information with regards to the Five year budget plan, cash flow and forecast
- Proper understanding and experience in balance sheet accounting and integration between the balance sheet and income statement.
- Manage capital change request including drafting of motivations.
- Review of business case for capital investment (NPV, IRR, Payback).
- Enable streamline capital approval process: short turnaround time, through proactive engagement.
- Review post implementation audit reports and facilitate vote closures.

**TERMS & CONDITIONS**

The successful candidate will be appointed on the condition of being certified medically fit as per the Mine Health and Safety Act 29/1996.

Applicants must be prepared to undergo certain job-related assessments, if required as part of the selection process. Credit, criminal and reference checks may be done by the Mine if deemed necessary.

Interested applicants are requested to submit their CV's with certified copies of their Qualifications to:

[recruitmentP@trp.co.za](mailto:recruitmentP@trp.co.za)

Designated groups will receive preference and in making a final selection, consideration will be given to achieving the Mining Charter as well as the TRP Employment Equity Plan.

Please be advised that:

- Late applications will not be entertained.
- Only applicants meeting the minimum requirements will be considered.
- If you have not been contacted within three (3) weeks after the closing date, please consider your application to be unsuccessful.
- Correspondence will be limited to shortlisted applicants.
- Two Rivers Platinum reserves the right not to appoint.

**POPIA Disclaimer:**

By sending your CV to the e-mail address on this advertisement you agree to:

- The processing of your personal information and sharing it with third parties for verifications.
- The exercising of your rights provided for by POPIA.
- To acknowledge that TRP will keep the record of your personal information confidential.

