

Job Title: Financial Accountant
Employee Type: Full Time
Remuneration: Market Related Cape
Location: Town

Introduction

Seeking a financial accountant, capable of performing detailed financial and analytical tasks to assist the finance team in carrying out their reporting and financial monitoring duties.

Reporting to the Head of Finance and the CFO.

The position is being offered as a permanent position with long term growth opportunities and incentives.

The Company Profile

Equites is the first specialized industrial REIT on the JSE and gives investors pure exposure to modern logistics properties. The company listed with 17 high quality properties on 24 June 2014, which had grown to 62 by 28 February 2019 through a series of enhancing acquisitions and new developments.

The management team has a proven ability to develop modern 'Big Box' distribution assets internally, which leads to significant shareholder value creation.

Position Details

Suitable candidates with a degree in finance/accounting would be favourable and should have some practical experience in monthly management reporting, financial reporting and maintaining accurate and detailed records in an organised manner. Candidates should be able to:

1. Work well in a team environment
2. Take direction and display initiative where warranted
3. Assist the finance team in performing tasks more effectively and efficiently
4. Add value to system of internal controls in the organisation

Requirements

1. Degree in finance/accounting
2. 2-3 years work experience
3. Ability to work under pressure
4. Strong administrative skills
5. Strong organisational skills
6. Proficient at MS Excel, MS Word, MS Powerpoint
7. Ability to work on Caseware would be advantageous

Employment Equity

Selections will be made in line with the Equites employment equity plan.

Detailed scope of work

The tasks below include some of the key responsibilities which will be assumed by the employee:

Reporting

- Monitoring the property fundamentals on a monthly basis
- Regularly updating our property schedules/valuations schedules and updating where applicable
- Periodic checks between system and source documents
- Assist in the compilation of financial statements for statutory AFS for subsidiaries

Debt facilities

- Administrative activities (drafting, signing, posting and managing the process with lawyers etc)
- Performing loan reconciliations
- Updating monthly loan schedules
- Updating LTV schedule
- Obtaining refreshed data for liquidity risk schedule
- Prepare compliance certificates and update calculations to be signed

Interest payments

- Updating interest repayment schedule for all new and expired agreements
- Obtaining and collating correspondence with financial institutions in relation to rate resets
- Preparing interest calculations for manager review

Derivative financial instruments

- Update derivatives movement schedule
- Obtain monthly valuations from SuperDerivatives and refresh movement schedule
- Update data in hedge effectiveness trackers

Internal Audit function

- Periodic checks on effective functioning of internal controls
- Assist in improving system of internal controls in organisation

Other

- Assisting with MSCI data collection
- Assisting with GCR information pack collating
- Assisting with BEE verification
- Assisting with annual audit