Job Details	
Job Title	Chief Financial Officer (CFO)
Position Type	Permanent Contract
Job Location	Johannesburg

Job Summary / Overview

The Charted Institute of Government, Finance, Audit & Risk Officers (CIGFARO) herby invite candidates to apply for the position of CFO. The CFO plays a pivotal role in driving the financial strategy and performance of the organisation, ensuring financial stability, transparency and compliance with regulatory requirements. Responsible for providing strategic leadership and guidance on financial matters, overseeing financial operations and controls and driving business growth and profitability.

Key Responsibilities

Financial Strategy and Planning

- Develop and implement financial strategies and plans aligned with the organization's goals and objectives
- Lead the financial planning and budgeting process, forecasting financial performance and identifying areas for improvement
- Provide strategic guidance on capital allocation, investment decisions and risk management strategies.

Financial Reporting and Analysis

- Oversee the preparation and analysis of financial reports, including income statements, balance sheets and cash flow statements, ensuring accuracy and compliance with regulatory requirements
- Conduct financial analysis and performance evaluations to assess profitability, cost-effectiveness and operational efficiency, providing actionable insights to the senior management

Risk Management and Compliance

- Identify, assess and mitigate financial risks, including credit, market, liquidity and operational risks, to safeguard the organization's assets and ensure compliance with regulatory requirements
- Monitor regulatory changes and developments, implementing appropriate policies and procedures to ensure compliance with relevant laws, regulations and accounting standards

Financial Operations and Controls

- Manage financial operations, including accounting, treasury, tax and audit functions, ensuring efficiency, accuracy and compliance with internal controls and best practices
- Implement and maintain effective internal controls over financial processes and transactions, minimizing the risk of fraud, errors and misstatements

Strategic Leadership and Stakeholder Management

- Provide strategic leadership and guidance to the finance team, fostering a culture of collaboration, innovation and accountability.

- Build and maintain relationships with key stakeholders, including senior management, board members, investors and external auditors, ensuring effective communication and alignment of financial goals and objectives.

Budgets and Financial Statements

- Prepare and coordinate AFS
- Prepare annual budget forecasting and operating capital budget.
- Review the captured month end journals.
- Prepare draft monthly financial statements and reports as required.
- Calculate and issue financial analysis of the financial statements
- Maintain an orderly accounting filing system
- Maintain the chart of accounts
- Monitoring the implementation of the annual budget
- Calculate variances from the budget and report significant issues to the CEO
- Comply with the Companies Act reporting requirement
- Provide information to external auditors for the annual audit

Statutory/Compliance Requirements

- Reconcile payroll in the payroll system, complete EMP201 return and submit to SARS
- Process year-end payroll reports, with assistance if required, to meet SARS IRP5 requirements together with EMP501
- Preparation of statutory returns — VAT, PAYE, UIF, SDL and Workman's Compensation

Human Resource Management

- Provide strategic oversight and guidance to the HR department, ensuring alignment of HR practices with organizational goals
- Approve and monitor implementation of HR policies, procedures, and compliance with employment legislation.
- Oversee payroll processing, leave management, employee benefits, and performance management reporting.
- Support talent management and workforce planning in collaboration with HR personnel
- Evaluate HR departmental performance and ensure HR budgeting and cost control align with organizational priorities

Information and Communication Technology Management (ICT)

- Provide strategic oversight to the ICT function, ensuring systems are secure, up-to-date, and aligned with the organization's strategic needs
- Oversee budgeting and planning for ICT infrastructure and support
- Ensure data integrity, cybersecurity compliance, and business continuity planning
- Approve major ICT initiatives and technology upgrades that support operational efficiency and data-driven decision-making.
  Monitor ICT service performance and ensure alignment with financial controls and risk mitigation measures.

Minimum Requirements

Education:

- Grade 12 or NQF 4 or equivalent is essential
- Minimum of Relevant National Diploma in Accounting or Finance (NQF 6) or equivalent is essential
- Relevant Bachelor's degree in Accounting or Finance (NQF 7) will be an added advantage.
- Proficiency in accounting software
- Sound knowledge of generally accepted accounting principles

Experience:

- 3-5 Years relevant experience in the Finance or Accounting field at an equivalent level of Financial Manager.
- Knowledge of applicable legislative and regulatory framework
- Valid driver's license
- Must belong to a professional body

Added extra experience:

- Technical expertise and professional standing to represent CIGFARO effectively at Accounting Standards Board
- The candidate should demonstrate the ability to lead professional communities of practice and facilitate strategic discussions among senior finance professionals

Skills and Competencies

- Excellent problem solving and analytical skills.
- Knowledge and application of various accounting software packages.
- Understanding of business processes and system optimization.
- Ability to interact with all levels of management in multiple areas.
- Strong knowledge of financial reporting.
- Ability to review data and advise on relevant management decisions.
- Strong financial system and business administration understanding.
- Strong understanding of TAX and VAT
- Ability to train and manage staff
- Time management and organizational skills
- Good communications skills
- Attention to details
- Compliance
- Honesty & Integrity
- Result Focus
- Deadlines
- Budgets and forecasting
- Risk management
- Cost Efficiency and effectiveness
- Financial performance

Salary

Total Cost to Company: R 884 000 per annum

How to apply

Applicants may forward their CVs to Lindi@cigfaro.co.za for consideration. Please use "Chief Financial Officer" as your subject line when applying for this vacancy.

Application closing date: **21 September 2026**

Should you not hear from us within 30 days of submitting your application, kindly regard your application as unsuccessful.