



Financial Manager

Bidvest Insurance is a Short-Term insurer within the Financial Services division of the larger Bidvest Group and operates alongside other great companies such as Bidvest Bank, Bidvest Life, FMI, Compendium Insurance Brokers and others.

Bidvest Insurance is one of South Africa's fastest growing insurance companies and was founded in 1997. With the support of the larger Bidvest Group we have successfully expanded and evolved through our dedicated commitment to our values, customers, partners, and staff. Interested individuals looking to join Bidvest Insurance can expect to join a young and energetic team that challenge convention and who are intent on building long term relationships with all stakeholders.

As one of South Africans largest diversified industrial companies, your career aspirations with us are only limited by your own imagination.

Position Overview

The suitable candidate will be responsible for complex accounting activities relating to the maintenance of complete and accurate financial information, results and reporting and analysis on a regular basis. In addition, the candidate will be responsible for tax, IFRS and financial governance

What You'll Need



Attention to Detail

We like to keep our eyes on the prize at Bidvest Insurance! And that requires a strong need for attention to detail as it's the small things that can make a **BIG difference!**



Leader

Leadership is a characteristic which is celebrated and encouraged through our company culture and we expect our senior staff members to **lead by example**



Think on your feet

Hand in hand with innovation, you need to be able to think on your feet. We work in a fast paced environment which often requires us to **adapt and think fast!**

Our Values

At Bidvest Insurance, we are all part of a BE'VOLUTION where we live our values each and every day for the benefit of our colleagues, customers, partners, stakeholders and our environment.



Our curiosity drives us to constantly improve our business



Anyone can do ordinary, we do extraordinary



Treat everyone with respect, in & outside our company



We always do the right thing, even when no one is looking



We're enthusiastic in everything we do - our energy is infectious



We're committed to understanding our customers, partners and colleagues

Key Responsibilities and Duties

Management and leadership

- ▶ Communicate key business priorities to all staff
- ▶ Assist with the general running of the Finance Department, including managing the team calendar and deadlines
- ▶ Assist in building strong relationships with all internal and external stakeholders to deliver efficient and effective services
- ▶ Training staff on policies and procedures for new and existing products and channels

Reporting, preparation and analysis

- ▶ Review monthly results and forecasts and provide analysis and understanding of results
- ▶ Review monthly reconciliations and management accounts
- ▶ Assist with the preparation of monthly, quarterly, and annual packs
- ▶ Consolidation of group management accounts for submission to the Division
- ▶ Preparation of group reporting and annual financial statements
- ▶ Review VAT reconciliations and submission of monthly VAT returns for all companies

Planning, budgeting and year-end

- ▶ Ownership, oversight and management of the budgeting process
- ▶ Oversight of the quarterly, annual and three-year forecast model
- ▶ Key contact for external auditors and internal auditors

Other duties

- ▶ Prepare and reply to all SARS queries
- ▶ Submission of dividends returns
- ▶ Compiling and preparation of tax computations and submissions
- ▶ Keep updated with new tax, accounting and other legislation and their effects on the business

Qualifications

- ▶ Matric
- ▶ CA(SA) with 2 – 3 years post articles experience
- ▶ Experience in a managerial role
- ▶ Experience within a short-term insurer environment - preferable

Knowledge and skills

- ▶ Strong analytical skills and attention to detail
- ▶ Excellent interpersonal and communication skills
- ▶ Ability to work under pressure, effectively manage time and meet deadlines
- ▶ Maintain a positive attitude and drive, together with working effectively as a team member
- ▶ Knowledge of VAT, tax and IFRS
- ▶ Advanced Microsoft Office skills (Word, Excel, PowerPoint)

Submissions:

Preference will be given to PDI candidates in line with our EE
Interested candidates to please submit their CV to: jobs@bidvestinsurance.co.za

Bidvest Insurance is an authorised Financial Services Provider
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