



<b>Job Title</b>	Financial Controller
<b>Location</b>	Sandton
<b>Industry</b>	Finance
<b>Salary</b>	Market Related (including medical aid, pension and life insurance)
<b>Contract Type</b>	Permanent

### Purpose

The role is within the Finance function and encompasses both financial and management reporting. Our client is a global investment bank with an equities (traditional stockbroking) and corporate finance franchise in South Africa. In addition to local statutory requirements, global reporting requirements also need to be met. Management reporting encompasses reporting to both local management and within global processes and the cross border nature of the business results in SA Reserve Bank and other requirements that need to be met. In addition, the role is control focused and forms an important component of overall operational risk management and hence detailed understanding of the business, processes and procedures is critical.

The role is responsible for administering defined procedures, report preparation and analysis however the focus must be on challenging the status quo to increase efficiency through automation. As the team is small, the role encompasses a broad spectrum of tasks where cross training is essential, to ensure effective cover exists for other team members.

### Responsibilities

- Preparation and dissemination of daily revenue reporting to local and global equities management.
- Preparation of weekly and monthly management reports for the equities and corporate finance functions. The role requires more of an emphasis on in-depth data analysis and value-adding commentaries, rather than pure report generation. The candidate will be fully accountable for accuracy of reports disseminated. Therefore accuracy and timeous execution of tasks is vital.
- Pro-active support to front office trading and corporate finance functions to meet their reporting and other finance-related requirements. Regular dialogue with the front office functions will therefore be required.



- Preparation of key monthly reconciliations between financial reporting, management reporting and risk management system numbers.
- The candidate will be expected to independently address ad-hoc internal client requests relating to revenue reporting.
- It is expected that the successful candidate should in time become the subject matter expert on the management reporting system used to report equities revenues.
- The candidate should continually look to streamline processes to ensure focus is on analysis of results as opposed to generating the output. The manner in which reporting outputs are generated must be regularly challenged and continuous efficiencies through automation of processes is encouraged.
- Preparation and review reconciliations and the ability to identify and resolve reconciling differences are essential skills that the candidate should exhibit.
- Preparation and journalizing of monthly Commission Sharing Agreements (CSA) figures. The candidate will be responsible for managing all aspects of the Commission Sharing Agreements (CSA) arrangements with clients. This includes the preparation and journalizing of the monthly (CSA) figures, as well as liaising with CSA clients through distribution of monthly CSA statements and effecting CSA payments on behalf of clients.
- The candidate must be comfortable in engaging team members, as well as cross functional teams to ensure coordinated and integrated solutions are developed for problems identified. The role requires regular interaction and collaboration with offshore business unit controllers in order to effectively meet the ever-changing needs of clients. Hence it is required that the candidate display good verbal and writing skills.
- Preparation of regulatory returns and tax-related returns.
- Facilitating compliance with the bank's internal policies and protocols.



## Client Focus

- Finance has both internal and external clients and it is critical that client expectations are met and managed where appropriate, and that these relationships are strengthened over time.
- Meet all management and financial reporting and other deadlines.
- Providing meaningful, transparent and cost effective management information along with value added commentary/insight.

## Professional Behaviour

- Dependable, reliable and accountable for own behaviour.
  - Additionally, acts within professional, legal and ethical boundaries and guidelines.
- Full understanding of the professional, ethical and legal standards required
- Good work ethic and able to work without continual supervision.

## Teamwork and Collaboration

Share information effectively with colleagues and work effectively in a team environment.

## Business and Financial Focus

- Allocate own time, technology and resources according to the business priorities, in collaboration with management, and use these efficiently.
- Streamline processes to ensure focus is on analysis of results as opposed to generating the output.



### Communication and Impact

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Good communication is essential including keeping parties appropriately informed while appropriate escalation is critical. Conveys information clearly, accurately and succinctly and adjusts to the audience's needs and requirements. Has credibility and impact; uses a range of effective interpersonal skills to persuade others to adopt a particular position and/or take action.

### Drive and Commitment

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Has the determination, effort and enthusiasm to deliver results. Takes the initiative, originates action and keeps things moving.

### Integrating Diversity

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Integrates views, opinions and insights from all individuals. Promotes an inclusive culture, leverages the perspectives and experiences of others to gain competitive advantage.

### Planning and Organising

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Is personally well-organized and keeps focused on priorities in own and others' work. Develops and monitors clear and realistic action plans to accomplish given objectives using given resources.



## Experience

### Required

Appropriate finance degree with 5 - 10 years relevant experience – articles beneficial

Financial services industry experience would be beneficial but not essential.

Previous accounting system knowledge (preferably SAP and or BDA) is beneficial.

Very good computer literacy required. Intermediate to advanced knowledge of Excel is required.

Strong communication skills.

Able to work accurately and independently with good attention to detail.

Internal and external client service commitment.

Strong team player.

Ability to deliver results within agreed deadlines and with accuracy.

Ability to prioritise multiple tasks and work with minimal supervision.