

<b>ROLE PROFILE</b>	
<b>Job Title:</b>	<b>Financial Manager</b>
<b>Level:</b>	Middle Management
<b>Reports To:</b>	Chief Financial Officer
<b>Purpose of Role /Scope:</b>	The primary focus of this role is to support the Chief Financial Officer in the financial and fiscal management aspects of company operations. Provide leadership and coordination in the administrative, business planning, accounting, and budgeting efforts of the company.
<b>Dimensions:</b>	
<b>Leadership and Functional Responsibilities</b>	<p><b>Leadership</b></p> <ul style="list-style-type: none"> <li>• To effectively lead and manage the accounting staff in line with the Fairfield Values and Leadership Competencies.</li> <li>• Be customer and supplier facing dealing with both to develop great relationships.</li> </ul> <p><b>Functional</b></p> <ul style="list-style-type: none"> <li>• Aid in the budgeting, forecasting, and financial planning processes.</li> <li>• Prepare accurate and timely monthly, quarterly, and annual financial reports.</li> <li>• Aid in managing cash flow and working capital.</li> <li>• Ensure compliance with accounting standards, tax regulations, statutory requirements.</li> <li>• Preparation of VAT &amp; PAYE returns monthly.</li> <li>• Develop and maintain internal policies that guide all business cycles.</li> <li>• Review and maintain strong financial controls, reconciliations, and risk management practices.</li> <li>• Work with the internal auditors, provide information and action recommendations.</li> <li>• Analyse financial performance, highlight variances, and recommend corrective actions.</li> <li>• Assist with costings for key customers WW, SPAR, PnP, Danone and others.</li> <li>• Review and manage key customer pricing.</li> <li>• Support business decision-making through commercial and financial insight.</li> <li>• Oversee accounts payable, accounts receivable, general ledger, and fixed asset controls.</li> <li>• Download daily bank statements and provide the same to various accounting staff.</li> <li>• Ensure the daily cashbook is up to date.</li> <li>• Assist with the reconciliation of stock from Business Central to SAP.</li> <li>• Coordinate external audits and year-end financial statement preparation.</li> <li>• Lead, coach, and develop the finance team to improve capability and performance.</li> </ul>
<b>Qualifications and Experience Required</b>	<ul style="list-style-type: none"> <li>• A qualification as CA (SA) is required.</li> <li>• Minimum 5 years' relevant finance experience, including experience in a supervisory or management role.</li> <li>• Strong knowledge of financial reporting, budgeting, tax, internal controls, and audit processes.</li> </ul>

	<ul style="list-style-type: none"> <li>• Experience using ERP or accounting systems and advanced spreadsheet skills. Experience with SAP would be advantageous.</li> <li>• Experience with budgeting tools, reporting dashboards, payroll interfaces, and financial controls documentation will be advantageous.</li> <li>• A high level of computer literacy is required. Experience with MS Office is essential, especially MS Excel.</li> <li>• Analytical thinking.</li> <li>• Attention to detail and high levels of accuracy.</li> <li>• Leadership and team development.</li> <li>• Commercial acumen and problem-solving.</li> <li>• Planning, organising, and deadline management.</li> <li>• Communication and stakeholder engagement.</li> <li>• Integrity, accountability, and sound judgement.</li> <li>• Ability to work under pressure and manage change.</li> </ul>
Operational Working Conditions	<ul style="list-style-type: none"> <li>• Based at head office in the heart of the beautiful KZN Midlands.</li> </ul>

