

Accountant

The Group is committed to creating places of healing for their communities, focused on attracting the best expertise and dedicated to building a steadfast, devoted team.

Role Summary:

The incumbent Provides financial information to management by applying accounting principles and procedures to analyze financial information, prepare accurate and timely financial reports and statements and ensure appropriate accounting control procedures.

Key Work Output and Accountabilities:

- Maintain accounting records in order to meet reporting requirements timeously and accurately
- Preparation of monthly VAT Returns
- Assist with preparation of monthly report submission to Head Office
- Involvement in quarterly stock counts
- Maintenance of asset register
- Cash book function
- Supervision of creditors function
- Assist with preparation of annual budgets
- Assists Financial Manager in all finance related matters

Inherent Requirements:

- Grade 12 or equivalent of NQF level 4
- Bachelor's Degree in Accounting or a related field
- Minimum of 3 years' experience in the management of financial systems, budgets and financial reporting
- Strong analytical skills with attention to details
- Computer Literacy
- Deadline driven

If you are interested in the position and wish to apply, kindly forward your CV to ; Tasheekam@ehhc.co.za

By applying for this position and providing us with your CV and other personal information, you are consenting to the information being used for the specific purpose for which it was provided, which is recruitment purposes and possible appointment purposes (should you be successful). Please note that your information will be processed for recruitment purposes only or for such purposes relating to assessing the establishment of an employment relationship with yourself, and this will be done in accordance with the applicable data protection and privacy legislation. We confirm that such information will not be used for any other purpose without obtaining your prior consent. If your application is not successful, we retain your CV and other information provided for a period of 6 months after which it will be destroyed in a secure manner. If you object to your information being used in accordance with the aforementioned clauses, please indicate your objection and we will immediately destroy your personal information in a secure manner.



WORK PROFILE

Location:

Ethekwini Hospital & Heart Centre

Job Grade:

C4

Benefits:

Medical Aid & Pension

Date Posted:

23 June 2022

Closing Date for Applications:

30 June 2022

Lenmed is an Equal Opportunity Employer. The Company's approved Employment Equity plan and targets will be considered as part of the recruitment process aligned to the Group's Employment Equity strategy. Lenmed actively supports the recruitment of people with disabilities. In the event of any physical or psychological limitation that may impair an individual's ability to perform the job function, the employee must consult the employer for reasonable accommodation.

Should you not receive a response within three weeks after closing date, kindly consider your application unsuccessful.