



Accounts Controller

CAPE TOWN, SOUTH AFRICA

Key Responsibilities

The Accounts Controller is responsible for processing the results of a tour operator division within Singita as well as various ad hoc tasks in the Finance team. The incumbent will work in conjunction with suppliers, financial institutions and various departments within the Singita Group.

- Process from start to finish, the results of a division within the Singita Group.
- Be responsible for timely delivery of all reconciliations of this division as well as others required by the finance team.
- Maintain a register of all contracts and agreements relating to this division.
- Reconciling and processing loan and balance sheet accounts.
- Transact on the FNB online banking platform – both local and foreign payments.
- Prepare Reserve Bank applications and engage with FNB on any foreign payment requirements.
- Create systems and processes when new systems are adopted.

Skills & Experience

- Degree or Diploma in Financial Accounting or Internal auditing.
- Experience in Pastel Partner.
- Internet Banking transaction experience.
- Further education and training in the accounting and finance discipline.
- Ability to problem solve and think laterally.
- Resourceful and comfortable in taking initiative.
- Knowledgeable about, curious and/or interested in the Tourism industry. Hospitality experience is advantageous.
- Organised and well-spoken.
- Work comfortably under pressure and to deadlines.
- Flexible and comfortable within a changing environment.
- High accuracy and attention to detail.
- Passionate about sustainability and conservation.

To apply email your CV to SMCcareers@singita.com or visit:

www.singita.com/about/careers