Financial Manager: Operations – Supplier Park Development Company (SOC) Ltd trading as AIDC, Rosslyn/Satellite Sites, Gauteng

The Supplier Park Development Company (SOC) Ltd trading as AIDC is a Government owned, public entity company established to provide support to the SA Automotive Industry in its drive for global competitiveness. It is a dynamic company that offers exciting career opportunities. The AIDC's success hinges on its human capital, and in the pursuit to realise its strategic objectives, the AIDC aims to recruit a **Financial Manager: Operations** in the **Finance Department** on a **Permanent Employment Contract** with three months' probation. The successful candidate will report directly to the **Chief Financial Officer.**

LOCATION: **Automotive Supplier Park AIDC Offices, Rosslyn and Satellite Sites**

DIVISION: **Finance**

REMUNERATION: **TCOE R 1 152 844,94 per annum**

JOB GRADE : **D4**

PURPOSE OF THE ROLE

Contributes to the profitability of the company by assessing pricing strategies and making recommendations and by managing risk throughout the company and provides specific business expertise to the executive and management team enabling them to manage their departmental finances and ensuring that they are able to maintain a companywide perspective. The incumbent furthermore updates and maintains financial and management procedures and implements and manage sound financial processes and internal control systems that are compliant with relevant legislation and that will allow management to drive the financial management strategy.

KEY RESPONSIBILITIES

1. **Operational Plan**.
    - Prepares and executes an annual operational plan for the effective implementation of the business financial strategy
    - Monitors the annual operational plan and implements corrective action as required and reports on deviations as necessary

- Prepare budgets for accurate monitoring of results and performance;
- Business unit budgets for:
  - Tenants – rent, levies
  - Services – ICT services
- Establishes partnerships with Executive and Departmental Business Unit Leaders and serves as an proactive internal consultant;

2. Financial Risk Management

- Operational management of financial cycle
  - Develops accounting systems and procedures for recording revenues and expenditures; directs the maintenance of accounting records concerning appropriations or other revenues, payroll expenses, supply and equipment purchases, travel expenses, contracting costs, and other financial transactions
  - Plans and coordinates operational or financial audits and other reviews to ensure financial accountability, ensure compliance with established standards, and enhance operating procedures.
- Ensures adherence to financial policies and procedures, Companies Act, GRAP, IAS
- Design, implementation and monitoring of financial control environments
- Monitor resolution of certain legal issues involving the company
- Responsible for management of internal audit's key control testing on applicable business cycle.
- Responsible for management of external audit's control testing on applicable business cycle.
- Risk reporting:
  - Risk Incidents and mitigating actions
- Recommends Actions in relation to all financial risks i.e. stock and the like

3. Operational Financial Management and Reporting

- Management of the operational finance department by establishing and maintaining financial mechanisms that reduces organisation wide financial risk
- Establishes and monitors long-term effectiveness of the following financial functions:
  - accounting, accounts payable; cash receipts and disbursements, credit and collections, debtors, facilities, banking, risk management and VAT taxes;

- Reports on operational financial indicators monthly, quarterly, and annually as required by Management and the Board of Directors;
- Prepares the “consolidated” monthly financial reporting by coordinating the individual financial manager’s business unit financial reporting and variance analyses; do forecasts
- Analyses and reviews financial and operational data to identify the accuracy of data as well as understanding the impact of company decisions, external factors and other changes in the environment on the financial data
- Monitor any third parties to which functions have been outsourced
- Evaluates SLAs in terms of value of services provided
- Review and checking of payment batches
- Approve and release payment batches
- Coordinate business unit meetings to explain and discuss decision regarding customer pricing, billing and non-billing on allocated business units

4. Financial Management

- Responsible for Business units:
    - Tenants – rent, levies, water and electricity
    - All Services to Tenants
- Monthly review of financial results against budget for **ALL** business units, providing analysis for the monthly CFO report and follow up with the Business Unit Leaders.
- Resolving intercompany issues related to the business
- Scoping of accounting treatment of new financial transactions, by ensuring applicable legislation are met, VAT, TAX, GRAP, IFRS.
- Reviews and approves short-, medium- and long-term expenditure as needed.
- Ensuring deadlines are met monthly, quarterly and annually, and for audit requirements
- Review AFS and assist with preparation thereof
- Review of monthly reconciliation files

5. People Management

- Manage employees as appropriate within the division to optimise business performance
- Ensure staff have the required skills and experience to execute their tasks.
- Conduct Performance Planning Sessions.
- Compile the Performance Management documentation in collaboration with the staff member in terms of:

    - Job Profile requirements
    - Strategic Performance Objectives
    - Key Performance Areas
    - Personal Development Plan
- Track and monitor performance in accordance with policies and procedures and performance planning documentation.
- Continuously provide feedback and coaching to ensure that the staff member/s performs at optimum productivity level.
- Conduct performance reviews in accordance with policies and procedures and take corrective actions where necessary.
- Plan and implement staff succession and growth plans
- Appraise performance at the end of each performance period in accordance with policies and procedures.
- Provide feedback to the relevant role players

MINIMUM QUALIFICATION AND COMPETENCY REQUIREMENTS:

- A Matric / Grade 12 certificate and B. Com Hons. with CTA
- A minimum of 5 - 7 years' commercial experience.

AIDC is an equal opportunity employer. Appointment will be made in line with the organization's Employment Equity policy. Only shortlisted candidates will be contacted.

Applications must be accompanied by a curriculum vitae, certified copies of qualifications and certified copies of identity documentation.

- Preference will be given to people with different abilities, women and previously disadvantaged individuals to promote Employment Equity within the group.
- Only shortlisted candidates will be contacted. If you have not heard from us within three months after the closing date, please regard your application as having been unsuccessful.

Applications should be addressed to **https://bit.ly/GGDAGroupRecruitment**

Enquiries should be addressed to **hrrecruitment@aidc.co.za**

The closing date for applications is **06 November 2026.**

"The Protection of Personal Information Act (POPIA) came into effect on 1 July 2021. The GGDA respects your privacy and is committed to keeping your personal information secure and confidential. The Group will ensure that in Processing an Applicant's or Employee's Personal Information, it will adhere to its obligations in terms of POPIA. By virtue of you applying for this position, you give The Group the consent to keep and or process your information as per POPIA