

1. GENERAL INFORMATION

JOB TITLE	Group Financial Controller
NUMBER OF JOB HOLDERS	1
LOCATION	Pretoria
CLOSING DATE	31 July 2026

2. JOB PURPOSE

Responsible for the planning, implementation, managing and running of all finance activities of Adowa Group of Companies, including budgeting, forecasting, cost reduction analysis, and reviewing operational performance.

3. REPORTING RELATIONSHIPS

The position reports to the Chief Financial Officer

Phone | +27 12 111 1630 Fax | +27 (0) 86 232 6537

Address | Office 3001/2C (A) | Podium at Menlyn | 43 Ingersol Road, Menlyn | Pretoria | 0181

Directors S. Rafuza (Executive Director) | S. Wiggins (Non-Executive Director) | Z. Monnakgotla (Non-Executive Director) |
V. Magubane (Non-Executive Director)

4. KEY PERFORMANCE AREAS

KEY PERFORMANCE AREAS	INPUTS / ACTIVITIES
1) Financial Management	• Lead the design and maintenance of systems for financial management. • Lead the budgeting process and standardisation thereof. • Directs the preparation of all financial statements, including income statements, balance sheets, shareholder reports, tax returns, and governmental agency reports. • Compares sales and profit projections to actual figures and budgeted expenses to actual expenses; makes or oversees any necessary adjustments to future projections and budgets. • Analyse and recommend expenditure for the CFO's approval. • Analyse and apply for final year-end financial roll-overs. • Manage overall expenditure of Adowa Group companies • Oversee overall financial management, planning, systems and controls. • Regular meetings with the CFO around financial planning • Manage and approve payroll journals and review accuracy of data captured. • Management of accrual journals. • Management of fixed asset register. • Invoicing and Quotes and Statements to clients • Oversee Debt Management and Debt Collection

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KEY PERFORMANCE AREAS	INPUTS / ACTIVITIES
2) Financial Accounting & Reporting	• Develop and maintain timely and accurate financial statements and reports in accordance with the laid down standards. • Develop, implement, and ensure compliance with internal financial and accounting policies and procedures. • Ensure that all statutory requirements of Adowa are met. • Manage the preparation of all supporting information for the annual audit and liaise with the CEO and the external auditors as necessary • Lead the implementation of financial accounting systems. • Assist the CFO with financial reporting where necessary at Board meeting and the Annual General Meetings • Manage processes for financial forecasting and budgets, and overseeing the preparation of all financial reporting • Advising on long-term business and financial planning • Preparation of external stakeholder reports and drawdown notices
3) Risk Management of the Company	• Lead the design and maintenance of systems for risk management and internal control. • Monitor risk management policies and procedures to ensure Adowa's risks are minimized or mitigated • Advise Adowa's leadership on appropriate insurance coverage for the organisation. • Develop Adowa's prospects by studying economic trends and revenue opportunities. • Monitors financial performance by measuring and analyzing results, initiating corrective actions, and minimizing the impact of variances.

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KEY PERFORMANCE AREAS	INPUTS / ACTIVITIES
4) Planning & Management.	• Review planning process and suggests improvements to current methods. P • Project modelling for acquisition and expansion prospects in conjunction with the Asset Management team; • • Analyze operations to identify areas in need of reorganization, downsizing, or elimination. • Work with the CFO and other executives to coordinate planning and establish priorities for the planning process. • Study long-range economic trends and project their impact on future growth in sales and market share. • Evaluate resource requirements across Adowa. • Formulates strategic and long-term business plans • Research and reporting on factors influencing business performance; • Analyse competitors and market trends; • Providing leadership, direction and management of the finance and accounting team • Providing strategic recommendations to the CFO and members of the executive management team • Develop financial management mechanisms that minimise financial risk; • Manages Adowa's financial accounting, monitoring and reporting systems • Liaison with auditors to ensure annual monitoring is carried out • Produces accurate financial reports to specific deadlines • Preparation and Management of budgets • Manage and approve annual leave applications. • Keep abreast of changes in financial regulations and legislation. • Provide and interpret financial information and cashflows • Train new staff on finance related matters.

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KEY PERFORMANCE AREAS	INPUTS / ACTIVITIES
	- Establishing and developing relations with senior management and external partners and stakeholders - Reviewing all formal finance, HR and IT related procedures

5. COMPETENCIES

The **MINIMUM** requirements in order to perform the duties of **Group Financial Controller** are as follows:

1. Qualifications:	- Post graduate Degree in Accounting or Finance - CA (SA)
2. Experience:	- Minimum of 8 years working with financial management and financial models. - Proficient in database and accounting computer application systems- Sage Intacct - Strong experience in budgeting, forecasting, financial reporting and strategic financial management.
3. Behavioural Attributes:	- Excellent management and supervisory skills. - Excellent analytical and organizational skills. - Excellent written and verbal communication skills. - Ability to be adaptable to a changing work environment. - Understand and exemplify ethical behaviour and ethical business practices. - Being a team player who is able to build relationships and value diversity in business. - Ability to network at all levels, communicate effectively (oral and written). - Honesty and discipline. - Good planning skills.

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HOW TO APPLY

Interested candidates who meet the above requirements are invited to submit their comprehensive CV and supporting qualifications to careers@adowa.co.za.

If you do not receive feedback within four weeks after the closing date, please consider your application unsuccessful. Adowa Group reserves the right not to make an appointment. Preference may be given to suitably qualified candidates in line with the Group's Employment Equity objectives.

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