

JUNIOR FINANCIAL OFFICER

JOB DESCRIPTION:

The successful candidate will be responsible for the Pastel processing up to and including Trial Balance, as well as Debtors and Creditors. He/she will assist in the preparation of budgets as well as annual audits. The candidate will be responsible for the administration of investments as well as the administration of personnel files. The candidate will also be additionally responsible for the reporting and finalization of insurance claims.

JOB REQUIREMENTS:

- Applicants must have a minimum qualification of a Matric certificate with Accounting, along with at least 5 years of relevant experience
- Driver's license
- Pastel experience

SERVICE BENEFITS:

- Compensation structure on request
- Thirteenth Cheque
- Pension fund
- 15 days leave

CLOSING DATE: Thursday, 24 July 2025
STARTING DATE: Monday, 4 August 2025
APPLICATION FORM/CV: bergprag@engo.co.za / jeantelle@engo.co.za
TITLE OF APPLICATION: Junior Financial Officer
QUERIES: Jeantelle von Benecke
TELEPHONE NUMBER: 058 303 0467

The employer reserves the right not to fill the vacancy. Successful candidates will be notified within four (4) weeks whether the application has been successful or not. If no feedback has been received in the four (4) week period, it must be assumed that the application was unsuccessful.

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