

Job Title:	Management Accountant	Reports to:	Senior Manager: Finance
Location:	35 Fricker Road, Illovo,	Travel Required:	no
HR Contact:	Kalene Lang klang@ethos.co.za	Date posted:	October 16, 2018

About Ethos Private Equity

Founded in 1984, Ethos pioneered South African private equity, concluding the first private equity-led acquisitions in the country. Since then, Ethos has been widely considered to be the most experienced and successful private equity investment team in South Africa.

In 2016, Ethos transitioned into a broader investment firm, managing investments in private equity and credit strategies in South Africa and selectively in sub-Saharan Africa. Furthermore, Ethos also launch Ethos Capital, an investment vehicle listed on the JSE, designed to offer investors long-term capital appreciation by investing in a diversified portfolio of unlisted investments managed by Ethos Private Equity.

Ethos seeks to leverage its understanding of the South African and sub-Saharan African markets to target small- to mid-sized companies best positioned to benefit from the region's unique growth dynamics. As an active investor, Ethos has capitalised on its experience of owning businesses across a variety of investment, economic and political cycles to maximise value post-investment and generate superior returns.

Ethos is currently investing Ethos Fund VI and Ethos MMF I. At c.R8.4bn (US\$800m) in commitments, Fund VI is one of the largest pools of third-party capital in Africa.

Overview of role:

The Management Accountant is a critical role within the Finance Team and takes responsibility for management accounts for Ethos Private Equity (Pty) Ltd Group (holding company plus 21 subsidiaries) & Ethos Holdings (Pty) Ltd Group (holding company plus 8 subsidiaries).

Key Responsibilities

Management Accounting (80%):

Prepare management accounts for Ethos Private Equity (Pty) Ltd Group & Ethos Holdings (Pty) Ltd Group including but not limited to:

- **Significant role in developing of the new ledger system and to support the Senior Financial Manager.**
- Monthly management report packs, inclusive of tax calculations.
- Conversion of the Kenyan company's results from Kenyan shilling to Rand.
- Consolidation entries.
- Various day-to-day accounting tasks, inclusive of monthly payroll entries based on costing report.
- Authorise payments on FNB Online / FNB eForex.
- **Ongoing maintenance and development of reports.**
- Ensure all costs have been accounted for and all accruals are processed across the trial balances.
- To review trial balances for overall accuracy and correctness.
- To check report packs for accuracy prior to passing to the Senior Financial Manager.
- Ensure balancing of intercompany accounts and correctness of consolidation entries.
- Prepare and maintain schedule for income to be amortised.
- Submission of Workmen's compensation returns, employment STATS survey etc.
- Ensure the correctness of month-end and year-end system closes.

Tax (10%)

- Prepare tax returns and supporting schedules for review by Senior Financial Manager.
- Provisional tax calculations and submission of provisional tax returns.

Other (10%)

- Annual budget and forecast preparation of information.
- Assisting the Senior Financial Manager with forecasts and budgets.
- Prepare and review annual financial statements.
- Identify areas for improved efficiencies.

Knowledge and Skills requiredStandard requirements

- Strong management accounting skills.
- High attention to detail.
- Assertive and resilient.
- Ability to work independently.
- Deadline orientated.
- Ability to perform within a structured environment.
- Stakeholder management and relationship building skills.
- Experience in working in a team and managing staff.
- Advanced excel skills.

Specific requirements

- **A high level user of technology and accounting systems.**
- **High technology inclination and literacy towards accounting systems.**
- **Super user of accounting systems.**
- **Analytical planner and thinker.**
- **Experience in taking reporting and processes to the next level.**

Qualifications and Experience required

- **BCom Honours / CA**
- **2 to 3 years knowledge of Netsuite / Sage X3 in a senior position advantageous**
- Caseware knowledge advantageous
- Minimum of 5-7 years' PQE in management accounting – candidates with financial services or professional services experience highly preferred.
- Experience in managing staff advantageous.

Ethos embraces employment equity; as such preference may be given to candidates of colour.