



JOINT MEDICAL HOLDINGS PROPRIETARY LIMITED

Registration No. 2011/010448/07

VACANCY: JOINT MEDICAL HOLDINGS

DIVISION:	CITY HEAD OFFICE
JOB TITLE:	FINANCIAL ACCOUNTANT

PURPOSE OF POSITION

The incumbent will be responsible for running the accounting and financial activities.

KEY PERFORMANCE AREAS

Responsible for the full accounting function of certain entities.
Present reports to Executive Management and respective Heads of Departments timeously.
Be able to supervise staff and ensure deadlines are adhered to.
Must be able to supervise completion of accounting functions up to balance sheet.
Must ensure completion of monthly management accounts and recons.
Must be able to critically analyse financial records.
Must be able to implement systems of controls.

COMPETENCIES (The following will be advantageous)

MINIMUM REQUIREMENTS (Educational Qualifications & Experience)	<ul style="list-style-type: none">• Must have a B. Comm / B. Com Degree (Accounting)• Must have completed Articles with an audit firm• Must have relevant work experience• Must be computer literate – MS Word & Excel.• Experience in supervising staff and presenting reports to senior management.• Experience in the Healthcare industry will be advantageous
SKILLS (Practical & Technical)	<ul style="list-style-type: none">• Excellent Communication Skills
BEHAVIOURAL ATTRIBUTES (Personality Characteristics)	<ul style="list-style-type: none">• Professionalism and initiative• Well-spoken and respectful• Must be able to adhere to all company rules and policies.

JMH VALUES
(Commitment)

- We respect the dignity of an individual.
- We are committed to giving our doctors top quality service.
- We are committed to building an atmosphere of trust, and to train and develop our staff to their fullest potential.
- We are committed to providing our shareholders with a fair rate of return on their investment.
- We will act in a responsible manner towards our physical and social environment.

CV's together with supporting documents should be submitted to: recruitment@jmh.co.za

NB: Only short listed candidates will be contacted.

POPIA CLAUSE – HR ADVERTS

Your information is collected and processed in accordance with the Protection of Personal Information Act No 4 of 2013 (POPIA).

By applying to this advert, you consent to JMH (Pty) Ltd collecting and processing your personal information for the purpose of determining your eligibility for the advertised position.

If unsuccessful, your personal information is securely destroyed and is not retained by the company.

Closing date for applications is 18 September 2024

**Yours faithfully
Jenny Bux
Group HR Manager**