



ACCOUNTS MANAGER

Company: Netball South Africa

Location: Pretoria, Acadia

Closing Date: 19 August 2026

Assignment Type: Permanent

Remuneration: Market Related

Minimum Requirements

- Degree in Accounting, e.g. BCom Accounts / Finance
- 5 year's experience in a similar environment: Accounts Manager
- Drivers License

Core Responsibilities

1. ACCOUNTS RECIEVABLE

- 1.1. Issuing of purchase orders.
- 1.2. Ensure bills and invoices are paid timeously
- 1.3. Reconcile AP to the general accounting ledger.
- 1.4. Negotiating with vendors and service providers to secure discounts and resolve payment issues.
- 1.5. Review vendor and service provider agreements.
- 1.6. Approve travel reimbursement and expense claims.
- 1.7. Ensure all financial records are accurate and complete, maintaining proper documentation for all transactions.
- 1.8. Manage and reconcile general ledger accounts, ensuring that all financial data is properly recorded and reconciled.





1.9. Reconcile statements and payment record(s).

2. **FINANCIAL REPORTING AND COMPLIANCE**

- 2.1. Ensure compliance with relevant financial regulations, tax laws and reporting requirements.
- 2.2. Liaise with external auditors during annual audits, providing necessary information and ensuring a smooth auditing process.
- 2.3. Stay updated on changes in financial regulations and ensure the organisation's accounting practices align with industry standards

3. **INTERNAL CONTROLS AND PROCESS IMPROVEMENT**

- 3.1. Develop, implement and maintain robust internal controls to safeguard the organisation's financial resources
- 3.2. Identify and implement process improvements in financial reporting and accounting processes.

The successful candidate will be required to sign a performance contract.

Candidates to supply the following supporting documents,

- CV with contactable reference
- Certified copy of ID
- Certified copy/copies of qualifications
- Certified copy of driver's licence
- Proof of attendance of other relevant training programs in line with the job





Should candidates not be informed of the outcome of the application within six weeks of the closing date, it should be regarded as having been unsuccessful.

Netball South Africa reserves the right to appoint, not appoint or to appoint laterally.

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Kindly send your CV and supporting documents to: Michelle Lage – The Labour Counsel michelle@thelabourcounsel.co.za

Contact: 011 568 4409

