



## Senior Financial Manager

Bidvest Insurance is a non-Life insurer within the Financial Services division of the larger Bidvest Group and operates alongside other great companies such as Bidvest Bank, Bidvest Life, FMI, Compendium Insurance Brokers and others.

Bidvest Insurance was founded in 1997 and provides niche value added products to customers through its Direct Channel which operates via call centres, as well as its Affinity Channel that partners with distribution networks. Our products are designed to protect consumers and deliver exceptional service levels when our customers need us most, so that we can deliver on our purpose 'To protect everyday South Africans, against foreseeable events and their financial losses, so that we can all contribute to a better South Africa'.

We have successfully expanded and evolved through our dedicated commitment to our values, customers, partners, and staff. Interested individuals looking to join Bidvest Insurance can expect to join a young and energetic team that challenge convention and who are intent on building long term relationships with all stakeholders.

Being a part of Bidvest, one of South Africa's leading services, trading and distribution groups, your career aspirations with us are only limited by your own imagination.

### Position Overview

The suitable candidate will be responsible for the effective management of the day-to-day activities of the finance function, its reporting requirements (internal and external), meeting of deadlines, team training and development for all the business. The candidate will be responsible for ensuring that the financial controls are operating effectively at all times, there are strong financial governance processes, and that the business obtains accurate analysis of the business drivers. This position is key to the soundness of the financial process and effective business partnering.

### What You'll Need



#### Leader

Leadership is a characteristic which is celebrated and encouraged through our company culture and we expect our senior staff members to **lead by example**



#### Attention to Detail

We like to keep our eyes on the prize at Bidvest Insurance! And that requires a strong need for attention to detail as it's the small things that can make a **BIG difference!**



#### Positive Attitude

We believe in creating a positive work environment that is enjoyable to be a part of and we look to the individuals of the company to make a **positive contribution** to our culture



#### Think on your feet

Hand in hand with innovation, you need to be able to think on your feet. We work in a fast paced environment which often requires us to **adapt and think fast!**

## Our Values

At Bidvest Insurance, we are all part of a BE'VOLUTION where we live our values each and every day for the benefit of our colleagues, customers, partners, stakeholders and our environment.



## Key Responsibilities and Duties

### Management and leadership

- ▶ Communication of key business priorities to all staff.
- ▶ Effective leadership, development, management and growth of the team.
- ▶ Building strong relationships with internal and external stakeholders to deliver efficient and effective services.
- ▶ Identification and development of efficient new ways of working and reporting.
- ▶ Deadline management.

### Reporting, preparation and analysis

- ▶ Manage the accounting function of the businesses, reporting deadlines and management accounts.
- ▶ Oversight and management of all reconciliations prepared monthly to a high standard.
- ▶ Timeous and accurate reporting to Group and the business on a monthly basis.
- ▶ Analysis of financial and management accounts.
- ▶ Provide analysis into key value drivers of the business and its product range.
- ▶ Supporting the business in strategic decision making through supplying meaningful and accurate information timeously.
- ▶ Ensure the accurate and timeous preparation and submission of the VAT and Income Tax returns.
- ▶ Provide support to the subsidiary finance team where required.
- ▶ Preparation of the financial section of the Board and Audit Committee reports.

### Planning, budgeting and year-end

- ▶ Management, completion, and insight analysis of the budgeting process.
- ▶ Management and continuous improvement of the quarterly, annual, and three-year forecast.
- ▶ Oversight and review of the group reporting packs and annual financial statements.

### Regulatory returns

- ▶ Oversight and review of the financial returns to the regulators.
- ▶ Contact person within the business for financial related queries and information requests on regulatory returns.
- ▶ Establish a strong relationship with regulators and consultants.
- ▶ Keep updated with changes in the regulatory environment and their impact on return submissions.

### Other duties

- ▶ Assisting and supporting the Financial Director on projects and requests.
- ▶ Design and implementation of internal financial controls.
- ▶ Maintenance and management of strong financial controls within the team.
- ▶ Coordination of the external audits and key point of contact.
- ▶ Implementation of IFRS 17.
- ▶ Responsible for the collation and monitoring of the financial aspects of the company's B-BBEE rating and scorecard.
- ▶ Preparation of various ad hoc reports.
- ▶ Supporting the Finance team with other adhoc projects as and when required.
- ▶ Support in the development and reporting for Board and Committee meetings.

## Qualifications

- ▶ Matric
- ▶ Chartered Accountant
- ▶ 3 - 5 years' experience in a financial leadership and group reporting role is essential
- ▶ Experience with regulatory returns
- ▶ Short-term insurance experience environment is essential

## Knowledge and skills

- ▶ Strong analytical skills and attention to detail
- ▶ Ability to lead effective teams
- ▶ Business partnering and support capabilities
- ▶ Excellent interpersonal and communication skills
- ▶ Ability to work under pressure, effectively manage time and meet deadlines
- ▶ Maintain a positive attitude, work well with team member
- ▶ Knowledge of VAT, Tax and IFRS
- ▶ Advanced Microsoft Office skills (Word, Excel, PowerPoint)

### Submissions:

Preference will be given to PDI candidates in line with our EE

Interested candidates to please submit their CV to: [jobs@bidvestinsurance.co.za](mailto:jobs@bidvestinsurance.co.za)

Should you not hear from us within 2 weeks from date of application, please consider yourself unsuccessful

Bidvest Insurance is an authorised Financial Services Provider

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