https://mjmrecruitment.co.za/current-positions-available/senior-accountant-johannesburg/

Senior Accountant – Johannesburg

Hiring organization
MJM Recruitment & Care Givers

Employment Type
Full-time

Industry
Pharmaceutical

Job Location
Johannesburg

Date posted
April 22, 2026

Description

MAIN PURPOSE OF THE JOB:

You will play a key role in ensuring the accuracy and integrity of financial transactions, maintaining compliance with accounting standards, and contributing to the overall financial health of the organization. The Senior Accountant will work collaboratively with cross-functional teams and provide valuable insights for strategic decision-making.

K EY JOB RESPONSIBLITIES:

Financial Reporting and Analysis:

- Prepare accurate and timely monthly management accounts, including balance sheets, income statements, and cash flow statements.
- Analyze financial data, trends, and performance metrics to provide actionable insights to management.

Month-end and Year-end Close:

- Lead the month-end and year-end closing processes, ensuring all financial activities are accurately recorded.
- Assist in financial audits by providing necessary documentation and information related to accounts payable.
- Assist in the annual budget process

Payment Processing:

- Prepare and process payment batches and electronic payments.
- Manage the payment schedule to ensure timely and accurate disbursements.
- Monitor and address any issues related to payment processing, such as rejected payments or payment inquiries from suppliers.

General Ledger Management:

- Maintain and reconcile general ledger accounts to ensure accuracy and completeness.
- Identify and rectify discrepancies, investigating and resolving variances.

Financial Controls and Compliance:

- Establish and enforce internal controls to safeguard financial assets and ensure compliance with industry regulations.
- Assist in the preparation for and coordination of internal and external audits.
- Establish and enforce internal controls related to stock receipts to ensure accuracy and prevent errors.

Stock Receipts and Reconciliation:

- Oversee the receipt of stock, ensuring accurate and timely recording of all transactions.
- Reconcile stock receipts with purchase orders, ensuring consistency and resolving discrepancies.
- Prepare monthly supplier reconciliations and work closely with suppliers address any issues related to stock receipts

Inventory Valuation:

- Work closely with the procurement and supply chain teams to understand stock valuation methods.
- Implement and maintain appropriate stock valuation practices, such as FIFO or LIFO.
- Budgeting and Forecasting:
- Collaborate with the finance team to contribute to the budgeting and forecasting processes.

Provide financial insights to support the development of accurate and realistic budgets

EDUCATION AND EXPERIENCE:

- **CA – 1-3 years post articles experience • CIMA – 2-3 Years experience • BCOM Hons(Accounting) – 3-5 years' experience**