

INTERNAL AND EXTERNAL ADVERTISEMENT

Overview of the Entity

The Eastern Cape Rural Development Agency (ECRDA) is a schedule 3C entity in terms of the Public Finance Management Act 1, of 1999 as amended, with a mandate to promote, support and facilitate rural development in the province.

Position : Financial Accountant Revenue, Expenditure & Payroll (X2)

Grade : 12

Reporting Line : Senior Financial Accountant: Revenue & Expenditure

Location : East London (Head office)

Duration :Permanent

Main purpose of the position:

The purpose of this job is to ensure accurate recording, monitoring, and reporting of the ECRDA's financial transactions, safeguarding compliance with accounting standards and regulations, while providing reliable information to support decision-making and financial sustainability

Minimum Requirements:

Educational

- National Diploma in Financial Accounting, Finance or relate field or an NQF L6 qualification
- A Bachelor qualification and/or honours and/or professional certification will be an added advantage
- SAICA or SAIPA articles will be an added

Experience

- 5-7 years working experience in the finance field
- 2 – 3 years' experience in the financial reporting role.

- 1 – 2 years’ experience of working with payroll systems

KNOWLEDGE COMPETENCY AND ATTRIBUTES

- Accounting standards
- Financial Reporting
- Taxing and compliance
- Payroll Systems
- Internal Controls
- Analytical thinking
- PFMA
- Time management
- Problem solving
- Ethical judgement
- Ability to work outside working hours
- Ability to handle pressure
- Attention to detail

DUTIES

- Expenditure management
- Revenue accounting
- Payroll Administration
- Financial reporting and compliance
- Internal controls
- Accounts payable
- Accounts receivable
- Assist in budgeting and forecasting

Remuneration

An all-inclusive salary package of R568,953.93 per annum is offered, with room for negotiation.

GENERAL INFORMATION

The application, which should as minimum contain a covering letter, CV, Employment application form, Certified copy of your Identity document, qualifications and drivers’ licence must be submitted to recruitment@ecrda.co.za.

NB:

- Without prejudice, correspondence will be limited to the shortlisted candidates.

- Further be informed that if you have not been contacted within a week of the closing date, please accept that your application was unsuccessful.
 - ECRDA reserves a right to appoint or not to make an appointment.
 - Interviews will be conducted in person, unless stated otherwise.
 - Administrative enquiries may be directed via email to mtumtumL2@ecrda.co.za
 - **Canvassing will lead to disqualification of an application.**
 - ECRDA has an employment equity plan which will be considered when making the appointment into this position.
- Date of issue: 13 March 2026

CLOSING DATE: 24 March 2026 before 16h30, Late applications will not be accepted.