

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	:	Senior Asset Management Officer
Grade	:	14
Reporting Line	:	Manager: Financial Accounting
Location	:	East London (Head office)
Duration	:	Permanent

Main purpose of the position:

A Senior Asset Management Officer has a strategic role in safeguarding, optimizing, and reporting on an organization's assets. The job purpose is to ensure that both financial and physical assets are managed effectively to maximize value, minimize risk, and support long-term organizational goals.

Minimum Requirements:

Educational

- BCom in Financial Accounting, Finance or related field (NQF level 7)
- An honours qualification and/or professional certification such as CA (Chartered Accountant), CIMA (Certified Management Accountant) and SAIPA etc will be an added advantage
- SAICA or SAIPA articles will be an added advantage

Experience

- 7 years working experience in the relevant field
- 3- 5 years of working as a supervisor in the asset management field.
- 1- 2 years' experience in a Senior asset management role.

KNOWLEDGE COMPETENCY AND ATTRIBUTES

- Requirements of GRAP standards relating to assets
- Asset lifecycle Management
- Risk and compliance
- Financial and accounting principles
- Regulators framework (PFMA Treasury Regulations)
- Analytical thinking
- Leadership
- Decision Support
- Problem solving
- Communication skills
- Integrity
- Digital literacy
- Attention to detail
- Data Driven insight
- Ability to work under pressure
- Willingness to occasionally travel

DUTIES

- Develop and implement asset management strategies
- Asset lifecycle management
- Monitor asset valuations, depreciation and return of investment
- Stakeholder engagement
- Asset verification
- Stock taking
- Link asset register into other systems
- Reporting
- Assist in the development of annual financials
- Risk management
- Legal and policy compliance
- Advice and guidance
- Process improvement
- Leadership

Remuneration

An all-inclusive salary package of R719,425.45 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.
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- Date of issue : 13 March 2026

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