



**VACANCY: ACCOUNTANT**  
**(THREE-YEAR FIXED-TERM CONTRACT)**

**Position Title:** Accountant  
**Duration:** Three Year Contract  
**Location:** Stellenbosch

**Qualities required**

- Accounting degree;
- Have at least five years' experience in auditing and accounting;
- Be able to work under pressure and honour deadlines;
- Have excellent Excel skills and good command of English;
- Knowledge of Pastel and/or other accounting software;
- Driver's license.

**KEY PERFORMANCE AREAS**

**Maintain accounting records and reconciliations at Head Office:**

- Review or prepare and reconcile cash on hand advances with supporting documentation
- Compile monthly budget vs actual reports
- Credit Card reconciliations
- Month-end offshore bank processing and reconciliations

**Project accounting:**

- Internal audit visits to the projects
- Donor reporting
- Assist with proposal budgets

Interested candidates are invited to submit a cover letter detailing your interest in and suitability for the position, as well as a Curriculum Vitae, with the contact details of three references. These should be submitted by **10 August 2018**.

A competitive salary package will be negotiated, based on qualifications and experience.

Applications should be submitted to:  
Mrs Dyan Lee  
Human Resources Manager  
Peace Parks Foundation  
11 Termo Road, Techno Park  
P.O. Box 12743, Die Boord, Stellenbosch, South Africa  
Fax: +27 (0) 866837078  
Email: [dlee@ppf.org.za](mailto:dlee@ppf.org.za)

**SHORTLISTED CANDIDATES** will be contacted to attend an interview.