

WE ARE HIRING

FINANCIAL ACCOUNTANT: RECEIVABLES



Department:

Finance and Administration /
Underwriting and Policy
Administration



Employment Duration:

Permanent



Location:

Windhoek, Namibia

Job Purpose

To execute and oversee the financial administration in the company through the execution of policies, procedures, accounting systems and internal controls to safeguard financial administration and reporting in an ethical acceptable manner.

Key Responsibilities

- Prepare monthly, quarterly, and annual financial statements in accordance with IFRS.
- Compile management accounts and financial reports.
- Manage month-end and year-end closing processes.
- Prepare and review general ledger reconciliations, journals, accruals, and provisions.
- Ensure accuracy and integrity of financial records and accounting systems.
- Monitor compliance with accounting standards, internal controls, and regulatory requirements.
- Support budgeting, forecasting, and cash flow management.
- Assist with internal and external audits and statutory reporting.
- Oversee debtor and creditor reconciliations and resolve account queries.
- Liaise with internal and external stakeholders on financial matters.
- Identify and implement process improvements to enhance financial controls and reporting.

Qualification & Experience

- Bachelor of Accounting / Financial Management Degree-Honours (Level 8)
- Five (5) years' appropriate experience in Accounting / Finance / Auditing / Investments / Insurance
- Completed Articles will serve as an advantage.
- Strong Financial Accounting and Financial Reporting skills, including full ownership of financial reconciliations and month-end / year-end close.
- Demonstrable proficiency in Sage Pastel Accounting / Pastel Partner is essential, including processing, reconciliations and reporting; working knowledge of Draftworx and CaseWare will be an advantage.

Skills & Competencies

- Strong analytical and critical thinking skills
- High attention to detail and accuracy
- Ability to work independently
- Ability to perform under pressure
- Integrity and accountability
- Excellent planning and time management skills



How To Apply

Applicants who meet the above requirements are invited to apply via the NASRIA Careers Portal at www.nasria.com.na/vacancies. Only shortlisted candidates will be contacted. Applications submitted via email will not be considered. No documents will be returned.

CLOSING DATE: 30 JULY 2026 AT 16:30

