

# BALWIN PROPERTIES IS RECRUITING



## Treasury Analyst

### QUALIFICATIONS & EXPERIENCE REQUIRED

- CA (SA)
- 1-2 years post articles experience
- Experience Type : Finance

Position Type:	<b>Permanent</b>
Job Role:	<b>Treasury Analyst</b>
Location:	<b>Gauteng</b>
Benefits:	<b>Provident Fund / Medical Cover</b>
Joining Date:	<b>As soon as possible</b>

### KEY REQUIREMENTS

- Cashflow Management
- Reporting
- Banking relationships
- Cash review and analysis

### DUTIES AND RESPONSIBILITIES

- Responsible for the companies cashflow in all areas of the business.
- Evaluation of current cashflow and preparing projections to predict future requirements and identify risks.
- Working with the banks to build relationships and to secure required cash reserves.
- Recommend and monitor cash investment and how best to gain benefit from current cash flow status.
- Working closely with the property sales team and bonds department to ensure that reporting and forecasting is accurate.
- Reporting on cashflow to Directors.
- Preparing cash evolutions should the business make changes to their spend etc.
- Working closely with creditors team to enhance cash efficiency.
- Supporting month end process where necessary.
- Providing support to the finance management team during year end, audits, preliminary results.
- Preparing input and reports for interim results, annual reports and board meetings.
- Analysis of cashflow and recommendations when required for projects.
- Draws – submission reviews and pre-sales etc.
- Debt reporting for Board in Treasury packs.
- Market research on debt trends and market forecasts

### SKILLS AND TRAITS

- Deadline driven
- Ability to work well under pressure
- Excellent verbal and written communication
- Ability to work on multiple tasks
- Ability to establish and maintain good working relationships
- Excellent time management
- High sense of urgency
- Reliable
- Good attention to detail
- Ability to problem solve

Should you wish to apply please send a motivational letter, CV, ID and Academic Records to [careers@balwin.co.za](mailto:careers@balwin.co.za)

