



Fruit Admin Controller

Dole South Africa, one of the country's leading fruit exporters, recruits for a Fruit Admin Controller to add to our Talent pool. This position offers a rewarding career to a dynamic individual, who is motivated by high performance environments.

Reporting to the Financial Manager: Fruit Suppliers you will be based at our Cape Town offices (Tygervalley-area).

Minimum knowledge & experience required to perform this job competently:

Education & Experience:

- Relevant tertiary qualification
- Experience in the Fruit Export Industry will be an advantage

Key Performance Areas (KPA's) include but not limited to:

- Processing of Produce + relating costs elements + related adjustment for Foreign + ZAR Payments to Fruit Suppliers
- Weekly preparations of payments to Fruit Suppliers
- Sending of payment remittances to Fruit Suppliers
- Cashflow Management in Foreign Currencies + ZAR
- Accurate and timeous capturing of consignment account sales
- Accurate and timeous capturing of accounts payable
- Timeous reconciliation of GL accounts to ensure accurate reporting
- Monthly Reporting - Contribution to accurate & timeous monthly and annual financial reporting

Candidate Profile & Inherent Qualities:

Attention to detail when reporting • Good software skills (Excel and Accpac preferable) • Excellent communication & interaction with people on all levels in the organization are crucial • Sound qualitative and quantitative analysis skills • Disciplined and focused • Creative & entrepreneurial • Pro-active & energetic.

• Work style needed for success in this role:

- Ability to work under pressure and within time constraints, also when the work requires additional time to complete the task.
- Adaptability (ability to implement new requirements)
- Excellent team and stakeholder engagement

Submit your application and expected remuneration via email to: hr.sa@dole.com or visit <https://www.dolesa.co.za/working-here/>. Closing date for applications: 3 July 2024.

The appointment will be made in line with our Employment Equity Policy. Should you not hear from us within two weeks of the closing date, kindly regard your application as unsuccessful.