



VACANCY: TEMPORARY ASSISTANT - FINANCE

The Competition Authority is constituted in terms of section 4 of the Competition Act Cap 46:09. The mandate of the Authority is to prevent and redress anti-competitive practices in the economy with the view to ensure the removal of constraints on the free play of competition in the economy. The Authority requires knowledgeable, highly skilled and self-driven citizens to apply for the following position:

TEMPORARY ASSISTANT - FINANCE (1 year contract)

Main purpose of the job: To assist the Finance team in ensuring the timely and accurate reporting of financial information, analysing financial information and preparing financial reports to determine or maintain record of assets, liabilities, profit and loss, tax liability, or other financial activities within the Authority such as supplier and bank reconciliations, daily banking duties and supplier payment.

REQUIREMENTS

Education: AAT or a degree in Accounting, Finance.

Experience: At least one (1) year experience in an automated accounting environment required. Knowledge of accounting software (Accpac) is essential.

Remuneration and Terms: The position is on a 1 year fixed term contract and offers an attractive package.

Method of Application: Candidates who meet the requirements for the above mentioned position should apply and enclose comprehensive curriculum vitae, certified copies of certificates, copy of Omang and at least two references. All applications should be addressed to:

**Human Resource Manager
Competition Authority
Private Bag 00101
Gaborone**

Or Hand Deliver at:
Plot 28, Matsitama road
Main Mall

Note:

Competition Authority will enter into correspondence only with shortlisted candidates.

Closing date: Friday 28th July 2017