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Manager: Finance

Rio Tinto is a leading international mining group, headquartered in the UK. Rio Tinto's business is finding, mining and processing mineral resources. Major products are aluminium, copper, diamonds, energy (coal and uranium), gold, industrial minerals (borax, titanium dioxide, salt, talc) and iron ore. Activities span the world but are strongly represented in Australia and North America with businesses in South America, Asia, Europe and Southern Africa.

As part of the Rio Tinto Group, we are dedicated to leading edge environmental, health, safety, community and competitive employment standards. We are focused on advancing our mining and metallurgical technology and being an innovative supplier of a clean, environmentally friendly energy source to approved electricity generators worldwide.

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As per the Affirmative Action (Employment) Act, Act 29 of 1998; Namibian Citizens from historically disadvantaged groups, especially women and people living with disabilities, will enjoy preferential treatment.

Only short-listed candidates will be contacted.

The role reports to Chief Financial Officer and is responsible for the day to day governance of the Finance department and business controls applied at the operation, including financial accounting, management accounting, budgeting, forecasting, taxation and payroll. This role is part of the core leadership team on site and has HSE leadership responsibilities, the same as operational members of the leadership team. It takes part in strategy implementation and execution and oversees long-term analysis and evaluations. The role also oversees the relationships with internal and external auditors and insurance providers and risk assessors, and reviews monthly and quarterly reporting deliverables. Finally, the role is responsible for the drafting of the annual financial statements, thus an exceptional knowledge of IFRS is non-negotiable.

Key performance areas

- Accountable for day to day governance of Finance department and business controls applied site wide
- Managing the relationship with internal and external auditors as well as interacting with auditors on audit projects
- Liaise with senior management across the business on the use of accounting information for the analysis and improvement of operational efficiency
- Coordinating the preparation of financial statements, financial reports, special analysis and information reports required by the management team, Board of Directors and Rio Tinto Head
- Create, coordinate and evaluate the financial statements programs and supporting information systems of the company including

financial reporting, budgeting, taxation and treasury and payroll

- Accountable to develop and maintain cost analysis tools and deliver on annual operating capital budget to maintain sustainable operations
- Accountable for developing and maintaining a continuous improvement culture within the Finance department where all employees are encouraged and supported to improve the workplace

Minimum requirements

- Grade 12 and a recognised post graduate Degree, with the additional requirement as a Chartered Accountant strong accounting and finance-related knowledge applicable to mining or production environment
- A minimum of five years post qualification experience in either a resource of heavy manufacturing environment of which three years must have been at management level
- Excellent verbal, written, analytical and organisational skills
- Code BE driver's licence

To apply

- Go to www.riotinto.com/careers
- First time applicants select "new user" and register, then apply
- Registered users login and apply
- Apply using reference: **RITM0153064**

Closing date for applications is 5 June 2015.

Rio Tinto
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Working for Namibia