

April 16, 2018

Newtown Partners is a venture capital and professional services firm that specializes in early-stage emerging technology startups and decentralized business models. They operate out of offices in Sunnyvale, California and Cape Town, South Africa.

Newtown Partners is looking for a Financial Manager to join the firm in their Century City, Cape Town office on a part-time basis for approximately 40-80 hours per month. The Financial Manager will report to the Managing Partner.

## **FINANCIAL MANAGER**

### ***Responsibilities:***

- Preparation of monthly management accounts for Newtown Partners group companies and investment funds, preparing and filing monthly returns, with assistance from Financial Accountant;
- Preparation of annual financial statements for Newtown Partners group companies and investment funds, liaising with external accountants and auditors to finalize accounts, file annual returns;
- Tax and regulatory compliance calculations and filings in multiple jurisdictions;
- Preparation of annual and quarterly financial budgets and ad hoc financial projections for Newtown Partners operating companies and investment funds;
- Audit file preparation for group companies and investment funds;
- Monthly cashflow & working capital management;

### ***Qualifications:***

- Undergraduate & post-graduate degrees with Financial Accounting major
- Post-graduate qualification in taxation preferred
- CA (SA) or similar international professional designation not negotiable

### ***Skills and experience:***

- Very strong Financial Accounting and Financial Modelling skills
- Advanced MS Excel

- Principles of international tax structuring
- Highly organized, high attention to detail
- 5-10 years of post-articles work experience
- High fluid intelligence (problem-solver)
- Highly pro-active, limited desire for management oversight
- High interest in startup entrepreneurship
- Previous experience with venture capital or startup investing highly advantageous

***Salary and employment benefits:***

- Salary negotiable (range R20,000-R50,000 for 40-80 hours per month)
- Office parking bay

This is a senior management-level position. Please send your comprehensive CV to [work@newtownpartners.com](mailto:work@newtownpartners.com).

If you do not receive a reply to your application within 2 weeks, you may assume that it has been unsuccessful.