

Identification of Position

Position Title:	Chief Financial Officer (CFO)
Location:	Fourways, Gauteng South Africa
Reports to:	Executive Director
Starting date:	1 June 2026
Deadline for application:	Close of business – 31 March 2026
Business classification:	NGO – NPC

Organisational Context

Witkoppen Clinic is an award-winning BBBEE (Broad Based Black Economic Empowerment) primary healthcare clinic and social welfare organisation based in Fourways, Johannesburg.

We serve the neediest and provide excellent healthcare to the informal settlements in the Northern Johannesburg area. Witkoppen prides itself that all its patients are treated with dignity and respect as people are treated holistically.

Employment Equity

Once the affirmative action targets have been met in terms of the Employment Equity Plan of Witkoppen, in any given lifecycle of the Plan, Witkoppen shall thereafter make any appointment in terms of the principle of “suitably qualifying candidate” which shall be based on merit.

Relationships

He/she reports directly to the **Executive Director**.

Responsibilities:

The **Chief Financial Officer** position is responsible for critically determining a company’s financial direction & success. This role is responsible for accurate, timely execution & management of the Company’s finance function. This entails strategic direction to the company alongside direct responsibility for cost efficiency, cash management, strategic analysis & planning.

This role exists to provide comprehensive financial and strategic direction in the company and to ensure the smooth running of Witkoppen Clinic and amongst others, to:

- Forecast revenue, manage budgets and be responsible for a wide range of functions that impact the financial oversight of the company’s health.
- To perform all tasks following the Witkoppen Clinic policies & procedures to achieve strategic objectives & to meet stakeholder expectations.
- To comply with the Department of Health & Social Development prescriptions and other donor specifications.
- Assist all other managers with administration, fund raising and financial management matters.
- Provide financial input & advice to the Senior Management Team and oversee finance & accounting to ensure that the company’s accounting accurately reflects its performance.

This role reports to the Executive Director and works closely with the Finance Team and the senior management team to report on donor expectations. This role is responsible to oversee & manage the following departments within the company, Admissions, Human Resources, IT & Pharmacy.

Key Performance Areas:

- Strategic Ideation
- Financial Management
- Risk Management & Auditing
- People Management & Leadership
- Governance
- Reports
- Continuous Improvement
- Admissions Management
- Human Resource Management
- Pharmacy Management
- IT & Systems Development & Management

Required Qualifications & Experience;

Qualifications

- A three-year university degree in Finance/ Business or equivalent qualification (a post-graduate university degree will be an advantage)
- Management / Leadership qualification advantageous

Experience

- This role is multifaceted and includes a range of responsibilities, from developing and implementing financial strategies to overseeing financial operations & controls.
- Must be an expert in financial reporting and analysis & be able to provide clear and concise insights into the financial performance of a business.
- Drive the monthly close and reporting & projection process.
- Oversee the management of the company's finances.
- Drive the annual budgeting/financial planning process.
- Ensure the company has the financing it needs to achieve its goals.
- Provide financial input into major decisions.
- Identify risks and develop & implement strategies for mitigating them.
- Creating awareness among the board, top team, company leaders & all employees on how the business works and is currently positioned from a financial perspective.
- At least 10 years of Financial Management and /or operational experience.
- 3 year's experience in an NGO/NPO environment and USAID or similar funding environment
- Excellent negotiating skills and effective conflict-resolution skills.
- Excellent industry knowledge and skills and above-average knowledge of relevant Financial Legislation.
- Experience in the Health Industry will be advantageous.
- Experience in legal and financial risk and compliance with RSA regulations for NPC's, NPO's.
- Experience in legal and financial risk and compliance with Mandatory Standard Provisions for USAID funding.

Interested candidates should submit a CV, certified copies of qualifications, and ID to recruitment@witkoppen.co.za

Only shortlisted candidates will be contacted. If you have not heard from us within two (2) weeks after the closing date, please consider your application unsuccessful.