

SOUTHERN AFRICAN POWER POOL



PROCUREMENT OF INDIVIDUAL CONSULTING SERVICES: FINANCIAL CONSULTANT (SYSTEMS)

Background and introduction:

The Southern African Power Pool ("SAPP") was established in April 1995 under the Southern African Development Community (SADC) Treaty with the aim to optimise the use of available electrical energy resources amongst the SADC member countries and support one another during emergencies.

To address some challenges in producing annual financial statements for the years 2021/22 and 2022/23 emanating from data and system migration from the SAGE Pastel Accounting system to the SAP ByD system, SAPP is seeking for a qualified and experienced individual consultant to provide the necessary functional and transactional SAP ByD modules, systems, and processes support in accounting, controlling, purchasing, travel management, and materials management as more specifically set out in the scope of work below.

Scope of work:

The contract involves the following work tasks:

- Provide the necessary functional and transactional SAP ByD modules, systems, and processes support in accounting, controlling, purchasing, travel management, and materials management.
- Establish ERP needs in the areas of accounting, controlling, purchasing, travel management, materials management, electricity market trading, project systems and payroll through business process analysis and consultations.
- Champion best practices governance of the SAP ByD system by ensuring its compliance with relevant internal controls, financial policies, international accounting standards as well as the relevant laws and regulations.
- Champion optimal use of the SAP ByD system by leading the:
 - Preparation and reporting on all management accounts and financial reports, in particular financial statements for the year 2021/22 and 2022/23.
 - Calculation and inputting of all monthly journals, which include but not limited to depreciation journals, salaries journals, fuel journals, and trading revenue journals into the SAP ByD system.
 - Updating of the asset register for the organisation.
 - Historical gathering, capturing, and processing all accounting data including all cashbook and investment transactions.
 - Gathering, cleaning up and importation of all relevant master data into the SAP ByD system.
 - Posting and allocation of all budgets in the SAP ByD system.
 - Reconciliations on all accounts including staff accounts, debtors, and creditors by ensuring that cash amounts in all SAPP's accounting ledgers agree with bank balances.
- Champion the development of user-friendly and SAP ByD compatible templates to produce financial statements and as well as the development of other relevant interfaces.
- Analyse and evaluate traditional business processes and recommend the necessary business process reengineering.
- Back-up, support, and train selected users on SAP ByD accounting (FI), controlling, purchasing, travel management, and materials management modules, systems, and processes to enhance their understanding and expertise for better management of SAPP's financial accounting and reporting.
- Act as the change champion in the full adoption of the SAP ByD system by all staff.

Qualifications and experience:

- Bachelor's degree in accounting, information systems, or equivalent.
- 5 years' relevant working experience in SAP ERP systems deployment and use.
- Good knowledge of working with the SAP ByD system.
- Good knowledge of the accounting regulatory framework.

Required competencies:

- Paying attention to detail, integrity, analytical thinking, information technology, teamwork and cooperation, accountability, achievement orientation, concern for order and quality.

Duration of assignment:

The duration of the assignment is for a period of 3 months.

Application process:

Interested individual consultants should submit their proposals clearly marked on the subject line or envelope, "**Financial Consultant (Systems)**", not later than 16:30 hours CAT on **26 September 2023** to:

The Coordination Centre Executive Director
Southern African Power Pool
Coordination Centre
24 Golden Stairs Road
P.O. Box EH52, Emerald Hill, Harare
ZIMBABWE
Email: info@sapp.co.zw