

# COMPANY PROFILE



**Registered Accountants**  
SARS Registered TAX Practitioners

CK NO. 2005/ 042420/ 23  
Vat: 4500 2239 30

SOUTH AFRICAN REVENUE SERVICES (SARS)  
PRACTICE No. PR1FC8F1C  
INSTITUTE OF ADMINISTRATION AND COMMERCE  
REGISTRATION No. IACAC651730



## INTRODUCTION AND BACKGROUND

**J**eff & Associates is a wholly-black owned and managed finance & business services firm. Founded and established by Mr. Jeffrey Chikandi in September 2005 the firm's original focus was geared at providing only services that were primarily financial accounting based. However, Mr. Chikandi saw the need for the expansion and application of the firm's intellectual capacity into the various facets of Business Management Consulting. We have gone further to enlist the services of A. Carrim and Associates, Chartered Accountants (SA) whom we have partnered on numerous projects

to manage primarily specific auditing functions of our projects.

Jeff & Associates has since transformed its core business to that of a more diverse and versatile service offering firm. This enables the firm to contribute to not only the financial stability, but also the sustainability and continuous development of our clients.





## INDUSTRY FOCUS



Drawing upon extensive practical business experience in decisive and strategic management and planning, the firm continues to establish a wide variety of clientele from diverse industries and sectors. Our vast industry knowledge and experience allows us to offer our clients a unique advantage in the market place by providing them current and crucial business advice coupled with relevant financial and business management guidelines to suit their needs and industry.

Our clientele range from fully employed individuals to corporate companies. We believe in a client-centered approach to doing business and with this we are able to address our client's needs more efficiently and effectively no

matter how small or large the project may be.

We have a large variety of contracts in various industries, which allow us to draw upon a diverse pool of expertise while we pursue total client satisfaction. This advantage allows us to go beyond our own specialty and add further value to our client's objectives.





## BUSINESS PHILOSOPHY

The firm has since its inception adopted an approach to doing business that is straight forward and transparent. Only promising to our clients that which we are totally capable and committed to delivering. In today's economy of cutthroat competition businesses are often faced with the challenge of maintaining a high standard of ethics and business best practice. Jeff & Associates Financial Consultants strive to maintain and deliver the highest quality and the best practice principles needed to provide a superior service to market that expects no less.





## VALUE SYSTEM

At Jeff & Associates it is imperative to our business to ensure that a value system is followed throughout our business process. We employ project management methodology balanced by attention to detail and priority in everything we do. This system is also a crucial element to ensuring we meet our customer's expectations of efficiency and effectiveness in delivering the service of their choice. The firm currently employs an average of twenty professionals to meet its operational needs and

is committed to value added services for its wide variety of clients.



## CORE VALUES



### **Professionalism**

We will exercise only the highest standards of ethics and integrity when dealing with our clients and business world at large.

### **Reliability**

We will strive to ensure efficiency and effectiveness within our system so that we deliver on our promises and commitments.

### **Competence**

We will uphold an attitude of continuous learning and strive for quality in all we do.

### **Client Satisfaction**

We strive to ensure that client satisfaction remains the focal point of our product and service delivery.



## PRODUCTS AND SERVICES PORTFOLIO



### OUR PRODUCT AND SERVICES ARE OFFERED IN FIVE MAIN CATEGORIES:

#### ACCOUNTING AND BOOKKEEPING

- Business Financial Planning
- Auditing Services
- Financial Consulting and implementation
- Cost Management Accounting
- Project Finance
- Bookkeeping And Accounting Services (GAAP,IFRS,PFMA)

#### AUDITING SERVICES

- Statutory Audits
- Voluntary Audits

#### COMPANY SECRETARIAL SERVICES

- Company and Close Corporation Registrations
- Cipro Annual Returns
- Close Corporation and Company amendments

#### TAXATION SERVICES

- Income Tax Registrations
- VAT Registrations
- Tax Management Services (Corporate and Individual)
- Offshore and Emigration Clearances
- Income Tax Clearance Certificates
- Directives And Salary Structuring
- Payroll Services



## .....**P**RODUCTS AND SERVICES PORTFOLIO

### BUSINESS AND MANAGEMENT CONSULTING

- Company Profiling
- Business Research and Development
- Tendering Advice and Proposal Development
- Business Growth Mentorship Programmes
- In-House Financial and Business Management Consulting
- Leadership Training and Development
- Project Management
- Sales and Marketing Services



## VALUE PROPOSITION



### VALUE PROPOSITION

- Jeff & Associates offer the Products and Services on both Month-to-Month and Contractual options.
- We are open for business to Individuals and Companies.
- The minimum contract period offered is 12 months.
- All our Products and Services can be tailored to suit our clients' diverse and unique needs.
- Standard Prices are available for the product list but these are not exclusive because we believe that every project differs in complexity and scope of work involved, therefore every client will be treated as a unique case. Our costing is therefore project based and client affordability is taken into account.
- This unique benefit has gained us the respect and honour very few companies in our industry can attest to. We are available for both once-off jobs and contract work.

### SOME OF OUR KEY CLIENTS INCLUDE;

- National Department of Transport (Auditing Project)
- Gauteng Department of Transport, Roads and Works
- Gauteng Department of Education
- Cooper Vision International Pty Ltd
- Gauteng National Taxi Alliance (GNTA)
- Gauteng Provincial Metered Taxi Council (GPMTC)
- Gauteng Taxi Council (GATACO)
- Gauteng Education Transport Services (GETS)
- TGA foods
- Vuthelani Advisory Services
- Sambiri International Pty Ltd. (USA, Botswana, Zimbabwe)
- KBW Languages



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