

CHIEF FINANCIAL OFFICER JOB DESCRIPTION

POSITION BRIEF

The chief financial officer position is accountable for the administrative, financial, and risk management operations of the company, to include the development of a financial and operational strategy, metrics tied to that strategy, and the ongoing development and monitoring of control systems designed to preserve company assets and report accurate financial results

PRINCIPLE ACCOUNTABILITIES

Planning

- Assist in formulating the company's future direction and supporting tactical initiatives
- Monitor and direct the implementation of strategic business plans
- Develop financial and tax strategies
- Manage the capital request and budgeting processes
- Develop performance measures and monitoring systems that support the company's strategic direction

Operations

- Participate in key decisions as a member of the executive management team
- Maintain in-depth relations with all members of the management team
- Manage the accounting, human resources, investor relations, legal, tax, and treasury departments
- Oversee the financial operations of subsidiary companies
- Manage any third parties to which accounting or finance functions have been outsourced
- Oversee the company's transaction processing systems
- Implement operational best practices
- Oversee employee benefit plans, with particular emphasis on maximizing a cost-effective benefits package
- Supervise acquisition due diligence and negotiate acquisitions

Financial Information

- Oversee the issuance of financial information
- Report financial results to the board of directors

Risk Management

- Understand and mitigate key elements of the company's risk profile
- Monitor all open legal issues involving the company, and legal issues affecting the industry
- Construct and monitor reliable control systems
- Maintain appropriate insurance coverage
- Ensure that the company complies with all legal and regulatory requirements
- Ensure that record keeping meets the requirements of auditors and government agencies
- Report risk issues to the audit committee of the board of directors
- Maintain relations with external auditors and investigate their findings and recommendations

Funding

- Monitor cash balances and cash forecasts
- Arrange for debt financing and equity financing
- Invest funds
- Invest pension funds

DESIRED QUALIFICATIONS

- Bachelor'/Master's Degree in Accounting, Finance, Business Administration or equivalent Business experience
- Must be CPA holder
- 10+ years of progressively responsible experience for a major company or division of a large corporation
- Should be able to handle multiple companies
- Must have a high level of written and oral communication skills

MODE OF APPLICATION

All applications should be sent to careers3@kprecruiters.co.tz with your CV attachment only (Do not attach any supporting documents for our initial screening stage). The subject of application should be "***Application for CHIEF FINANCIAL OFFICER position***". Deadline of application will be on **Thursday 31st January 2019**.