

## ASSISTANT FINANCE MANAGER

### The Position

Reporting to the Head of Finance, the Assistant Finance Manager will manage supplier payments, acts as a principal interface on taxation matters, provide adequate control and MIS on bank expenditure.

### Major Responsibilities:

- Management of supplier payments and liability.
- Establishment and maintenance of internal controls systems.
- Mitigate operational risk through process re-engineering and controls.
- Manage reputational risk through timely management of the final stage of supply chain and maintenance of good relationship with vendors.
- Manage statutory risk by ensuring compliance with tax regulations.
- Support procurement functions by performing vendor analysis and expense reviews.
- Provide expense analysis reports to management.

### Qualifications/Experience

- University degree preferably in business related field. At least part two of Professional accounting qualifications i.e. CPA, ACCA, CFA.
- Sound knowledge of company taxations
- At least 3 years experience in a busy Finance function with demonstrated ability to work under strict deadlines.
- Proficiency in Microsoft Office suite
- Ability to communicate clearly and concisely both orally and in writing
- Strong planning and organization skills
- Strong problem solving and decision making skills
- Strong analytical and negotiation skills

The above position is a demanding roles which the bank will provide a competitive package for the successful candidate. If you believe you can clearly demonstrate your abilities to meet the criteria given above, please submit your application with a detailed CV, stating your current position, remuneration level, e-mail and telephone contacts to hrsudan@kcb.co.ke. Applicants within Juba can drop their applications at HR Department. To be considered your application must be received by 12<sup>th</sup> February 2010. **Only short listed candidates will be contacted.**