



Job Description

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Job Title Country Finance Manager	Job Location Dar es Salaam	Category -
Job Type Full Time	Job level Manager	Industry Automotive, Logistics & Operations
Open to Expatriates Only Open to Tanzanian Nationals		

Minimum Requirements

Min Budget -	Max Budget -	Primary Industry Automotive: 9 Years
Secondary Industry Logistics & Operations: 8 Years	Primary Category -	Secondary Category -
Certificate -	Qualification -	

Summary

The Finance Manager is responsible for all finance matters in the country and has direct responsibility over the local Finance team. Critical aspects of the job include setting up and maintaining adequate organization, managing & ensuring a satisfactory level of expertise in the team, guaranteeing timely & accurate financial reporting, budgeting and controlling, credit management, cash management, tax planning and compliance.

Responsibilities

Managerial aspects

- Actively manage all finance personnel matters from recruitment to separation (including hiring and remuneration)
- Continuous performance management, improvement of gross margins and efficient management of costs to achieve a better ROI
- Provide regular insights into business by actively analysing KPIs and past performance
- Set direct reports on SMART objectives, KPIs, and proceed to yearly assessments and safeguards the same is done for the whole Finance team
- Coach, advise and support the development of team members
- Hold regular meetings with the team and provide feedback to employees In the execution of the previous tasks collaborates, when and as necessary, with the MD, and the group team.

Organization

- Ensure that the local Finance department is adequately staffed and organized.
- Review proper staffing for all duties with a focus on employees' experience, competencies and expertise
- Check proper segregation of duties within the team
- Act as a supervisor and delegate critical tasks (in line with skills, knowledge and competencies) and check the work
- Automation of processes
- Leading ERP and other projects as and when we launch them

Reporting

- Prepare & report monthly financial results in accordance with the Group's deadlines. Targeting 100% "reporting on time and first time right"
- Ensure compliance with IFRS and IAS norms and the accuracy of accounting entries, cost centres, and profit centres posting.
- Ensure that the Financial information remitted to the Board is accurate, certified by the auditors and is sent at least 2 weeks before the meeting

- Ensure that results, significant items and any variations to budgets (and forecasts) are explained
- Inform MD and group counterparts of any significant items that may impact the affiliate's results, as soon as, these are known

Budget

- Prepare budget figures and presentation materials on a timely basis
- Ensure review of budget assumptions & figures with the relevant lines of business or support functions (IT, HR, Legal, Procurement, etc.)
- Where required, assist/guide managers with the preparation of budgets
- Partner with the business to deliver long-term strategies and budget objectives

Controls/audits

- Ensure that Internal authorities are respected
- Guarantee that policies are properly implemented
- Implement key financial controls, verify that they are properly documented by the team and review them on a regular basis (credit lines, stock reconciliations, fixed assets, inventories)
- Monthly review of the balance sheet reconciliation and take corrective action in case of inconsistencies
- Follow up and implement the audit & internal control recommendations related to the Finance Department
- Capex / Investment
- Monitor investment performance & prepare post-investment reviews for significant projects

Tax/Customs

- Warrant tax and statutory compliance notably, availability of the required Customs documentation, tax returns, timely filling and payments
- Manage audits & relationships with the Tax authorities

Education & Qualifications

Degree in Finance, Accounting, Economics or equivalent

Requirements

- Minimum 4-8 years of working experience in a managerial position in Finance
- Experience in managing teams in international corporations
- Conversant with IFRS accounting standards
- Experience in controlling and/or an accounting role
- Experience in managing relationships with banks, auditors, tax and regulatory authorities

Reporting To

Managing Director

Driving Licence

Not Required

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