Job Description

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Job Title
Deputy Chief Financial Officer

Job Location
Zanzibar City

Category
-

Job Type
Full Time

Job level
Head of Department

Industry
Air Transport

Open to Expatriates
Only Open to Tanzanian Nationals

Minimum Requirements

Min Budget
-

Max Budget
-

Primary Industry
Air Transport: 10 Years

Secondary Industry
-

Primary Category
-

Secondary Category
-

Certificate
-

Qualification
-

Summary

The Deputy Chief Financial Officer is responsible for supporting the Chief Financial & Human Resources Officer in overseeing financial planning, reporting, and internal controls, ensuring accurate financial management, compliance, and effective execution of financial strategies.

Responsibilities

- Oversee preparation and consolidation of budgets, forecasts, and financial plans, ensuring alignment with organizational objectives
- Ensure timely and accurate preparation of financial reports, statements, and management reports in accordance with standards and requirements
- Oversee implementation and monitoring of internal controls, ensuring compliance with financial policies, regulations, and audit requirements
- Supervise accounting functions, ensuring proper recording, reconciliation, and reporting of financial transactions
- Monitor cash flow, liquidity, and financial resources to ensure effective financial management and operational continuity
- Oversee preparation for internal and external audits, ensuring readiness and timely resolution of audit findings
- Identify and monitor financial risks and ensure appropriate mitigation measures are implemented
- Monitor expenditure against budgets and ensure financial discipline across departments
- Work with departments to ensure proper financial planning, cost control, and adherence to financial procedures
- Support CFO in financial analysis, reporting, and preparation of information for strategic decision-making
- Supervise finance teams and ensure effective performance and coordination across finance functions

Education & Qualifications

Minimum Qualifications

- Bachelor’s degree in Finance, Accounting, Business Administration, or related field
- Professional certification such as CPA
- 10–15 years’ experience in finance or accounting, with at least 5 years in a managerial or senior role

- Proficiency in English and Swahili

Preferred Qualifications

- Master’s degree in Finance, Accounting, or Business Administration (MBA) is an added advantage
- ACCA, CIMA, or equivalent professional certification is an added advantage
- Experience in airport, aviation, infrastructure, or public sector finance environments is an added advantage
- Additional language proficiency is an added advantage

Requirements

Technical

- Financial planning and budgeting
- Financial reporting and accounting standards
- Internal controls and audit processes
- Cash flow and treasury management
- Financial analysis and risk management

Behavioral

- Analytical thinking and problem-solving
- Attention to detail and accuracy
- Integrity and accountability
- Ability to manage multiple priorities

Power

- Ability to supervise finance teams
- Decision-making within financial frameworks
- Coordination with departments and stakeholders
- Support executive decision-making

Characteristics

- Accuracy and timeliness of financial reports
- Compliance with financial controls and audit requirements
- Budget adherence and cost control
- Effectiveness of financial planning and forecasting
- Timely resolution of audit findings
- Cash flow management and financial stability

Reporting To

Chief Financial Officer

Driving Licence

Not Required

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