



# Job Description

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<b>Job Title</b> Deputy Managing Director	<b>Job Location</b> Dar es Salaam	<b>Category</b> Operations, Finance
<b>Job Type</b> Full Time	<b>Job level</b> Director / CXO	<b>Industry</b> Banking
<b>Open to Expatriates</b> Only Open to Tanzanian Nationals		

## Minimum Requirements

<b>Min Budget</b> -	<b>Max Budget</b> -	<b>Primary Industry</b> Banking: 10 Years
<b>Secondary Industry</b> -	<b>Primary Category</b> Operations: 7 Years	<b>Secondary Category</b> Finance: 7 Years
<b>Certificate</b> -	<b>Qualification</b> -	

## Summary

We are currently looking for a strategic person to support leadership in a bank. For more information view job description

## Responsibilities

### 1. Management

- Assist the MD in the overall management of the bank in line with the banks strategic plan and ensure the vision, mission and values of the bank are inculcated in the bank.
- Overseeing performance management and monitor progress of corporate strategy, financial and operational goals and report performance Maintaining an effective work environment in order to attract, retain and motivate a diverse group of top-quality employees at all levels.
- Facilitating the implementation of best practices in people management, financial and operational management
- Managing key external relationships

### 2. Governance

- Ensure that the bank operates in line with good corporate governance practice and that policies/procedures approved by the board of directors are implemented and updated accordingly.
- Oversee implementation of systems, policies and procedures to identify, control, manage and measure enterprise-wide risk

### 3. Financial Management & Control

- Ensure efficient and adequate system of internal control systems/financial control are in place and provide timely compliance to statutory bodies as required by Law/Regulations.
- Oversee preparation of the Annual Budget and ensure the expenditure is controlled in line with the approved Budget.
- Ensure that the board is adequately appraised about operations of the bank through preparation of relevant board papers

#### 4. Operations and IT

- The DMD shall oversee entire operations of the bank with its branches all over the country (including new branches)
- Oversee the implementation of IT infrastructure systems and Alternate Business Channels to support Business objectives
- Oversee project implementation and management within budgets, set timeliness and with required effectiveness and efficiency;
- Oversee Business process reengineering, ensure the BPM function in the bank is operating optimally to ensure processes are streamlined and deliver the expected effectiveness and efficiency

#### Education & Qualifications

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- A minimum of first degree from a recognized university majoring preferably in Accounting, Finance or Commerce.
- Possession of an MBA or Masters degree in a relevant field will be an added advantage
- Professional qualification i.e. CPA, ACCA, ACIB will be an added advantage

#### Requirements

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- 10-20 years relevant banking experience with at least 10 years in a senior role in more than one discipline & previous operational and business unit management

#### Characteristics

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- Be effective at building relationships.
- Have a high level of business awareness.
- Be analytical and have good judgment.
- Be innovative.
- Have excellent planning and organizing skills.
- Have excellent oral and written communication skills
- Strong leadership skills
- Results oriented

#### Reporting To

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- Managing Director

#### Driving Licence

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Not Required

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