



# Job Description

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<b>Job Title</b> EACOP EITS: 1102-ADVT-GAC EI-TZ- GEN-Finance Controller	<b>Job Location</b> Dar es Salaam	<b>Category</b> -
<b>Job Type</b> Full Time	<b>Job level</b> Intermediate	<b>Industry</b> Construction
<b>Open to Expatriates</b> Only Open to Tanzanian Nationals		

## Minimum Requirements

<b>Min Budget</b> -	<b>Max Budget</b> -	<b>Primary Industry</b> Construction: 8 Years
<b>Secondary Industry</b> -	<b>Primary Category</b> -	<b>Secondary Category</b> -
<b>Certificate</b> -	<b>Qualification</b> -	

## Summary

EITS (Electrical Instrumentation, Telecommunication and Security Systems) Contractor on the EACOP project, requires the services of a Finance Controller.

### Brief Description of Role:

This role is a hands-on single contributor role. The Finance Controller shall actively Steer Finance and Control elements critical to ensuring operational efficiency, cost management and control, and compliance of SE PS TZ. With all actions geared to successful delivery of the EACOP Project, the Finance Controller will work collaboratively with the Business Controller and other relevant internal and external stakeholders including but not limited to local and international project team, SE PS TZ GM, East Africa and Anglophone Africa cluster organization, EACOP customer, Tax and local authorities, Consultancy & Accounting Firms.

## Responsibilities

### Accounting & Tax:

- Overall responsibility for the entity Accounting & Tax. Ensure Coordination with Local Accounting, Tax, Consultancy, Audit Firm(s). Preparation and steering statutory Audits.
- Maintaining a regular cadence of engagements (calls and meetings) with Accounting consultant aimed at steering accurate and timely accounting.
- Check all Financials statements issued by Accounting Firm. Lead P&L and B/S reviews.
- Ensure accurate Revenue Recognition.
- Steer compliant inter-company transactions.
- Lead invoicing related topics, A/R and collection.
- Steering Execution of EACOP Project Special Tax Regime including VAT Exemption Process.
- Master ERP, in charge of enhancement.

### Bank & Treasury:

- Steer Banks' Operations (payments, bank reconciliation, etc.) and relation with local banks.
- Lead cash forecast and optimize cash position.

### Governance & Compliance:

- Ensure Customer Project Process, Delegation of Authority, Schneider Group guidelines, Reporting Charter of Accounts implementation, Internal Controls and IFRS.

- Ensure External Compliance with Local regulations

### **Controlling and Reporting:**

- Be a business partner to optimize the financial performance of the entity and project execution.
- Ensure cost and expenses control, cost and margin at completion monitoring. Ownership of the Rolling forecast and budget.
- In charge of Actual Financials, Forecast (RF) and dedicated Project (SGV) on time reporting.
- Performance follow up by business lines. Variance analysis, presentation and explanation of the financial results and indicators. Risk & Opportunities review.
- Anticipate, frame and monitor financial activities.

### **Education & Qualifications**

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- A Bachelors' degree in Finance, Business Administration, Commerce or any related field.

### **Requirements**

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- Minimum 8 Years Experience in an active hands-on operational role executing and steering functions related to Finance, Control, Accounting, Tax, Compliance.
- Experience in Global Multinational Corporations (MNC's) Preferred
- Certified Public Accountant (CPA) with Strong Knowledge in Accounting and Tax
- Strong ERP Knowledge with Proficiency in Microsoft Office Packages.

### **Characteristics**

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- Excellent Communication Skills
- A Team Player able to work within diverse teams to achieve common objective.
- Result Oriented and Responsive: Able to quickly ask relevant questions to be able to understand topics, able to promptly build and lead actions plan, complete tasks and resolve issues.
- Growth Mindset: Open to Guidance, Instruction and Learning; Flexible; Adaptive; Curious; Self-Motivated
- Proactive: Requires Minimal Supervision; Rather Autonomous
- Pays Keen Attention to Detail and with a penchant for Accuracy
- Knowledge in Power BI is a Plus

### **Reporting To**

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General Manager

### **Driving Licence**

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Not Required

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