

# **Job Description**

9th Floor Tanzanite Park, Victoria, Dar es Salaam, Tanzania | +255 758 778 886 | info@empower.co.tz

Job Title Job Location Category

Finance Manager Zanzibar City

Job Type Job level Industry

Full Time Manager FMCG, Retail & Wholesale

Open to Expatriates

Only Open to Tanzanian Nationals

## Minimum Requirements

Min Budget Max Budget Primary Industry

- FMCG, Retail & Wholesale: 5 Years

Secondary Industry Primary Category Secondary Category

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Certificate Qualification

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### **Summary**

The finance manager will be responsible for managing the financial health of an organization in order to promote success and growth while maintaining legal financial practices. Their duties will include financial planning to determine how to pay off liabilities and grow the business, reviewing financial documents to ensure tax-compliance and collaboration with other departments to achieve monetary goals.

#### Responsibilities

- Provide financial reports and interpret financial information to managerial staff while recommending further courses of action.
- · Advise on investment activities and provide strategies that the company should take
- Maintain the financial health of the organization.
- Analyze costs, pricing, variable contributions, sales results and the company's actual performance compared to the business
  plans.
- · Develop trends and projections for the firm's finances.
- Conduct reviews and evaluations for cost-reduction opportunities.
- Oversee operations of the finance department, set goals and objectives, and design a framework for these to be met.
- · Manage the preparation of the company's budget.
- · Cooperate with auditors to ensure appropriate monitoring of company finances is maintained.
- · Correspond with various other departments, discussing company plans and agreeing on future paths to be taken.
- Monitor the day-to-day financial operations within the company (payroll, invoicing, and other transactions)
- · Prepare monthly and quarterly management reporting

## **Education & Qualifications**

BS/MA degree in Finance, Accounting or Economics

# Requirements

- Proven experience as a Financial Manager
- Experience in the financial sector with previous possible roles such as financial analyst
- · Extensive understanding of financial trends both within the company and general market patterns
- · Proficient user of finance software
- · Strong interpersonal, communication and presentation skills
- · Able to manage, guide and lead employees to ensure appropriate financial processes are being used

- A solid understanding of financial statistics and accounting principles
- Working knowledge of all statutory legislation and regulations
- Professional qualification such as CFA/CPA or similar will be considered a plus

# **Driving Licence**

Not Required

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