

# **Job Description**

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

Job Title

Head of Business Performance &

Analytics

Job Type

Job Location

Dar es Salaam

Category Finance

Job level

Industry

Full Time Head of Department

Banking

Open to Expatriates

Only Open to Tanzanian Nationals

## **Minimum Requirements**

Min Budget Max Budget

-

Primary Industry
Banking: 6 Years

Secondary Industry Primary Category

Finance: 9 Years

Secondary Category

Certificate Qualification

.

# Summary

- To provide the senior management team with an insightful knowledge of the bank's business drivers through robust and challenging analysis.
- To provide a proactive approach to improving quality of management information and analysis.
- Finance on budget and performance issues.
- Identify cost drivers and recommend cost control / management initiatives
- To lead the business analytics team.
- As part of Finance function leadership team to play a leadership role by providing insights, ideas and technical accounting and business solutions for the betterment of the bank

# Responsibilities

#### **Planning**

- To co-ordinate preparation of medium term plan and budgets including providing management with analytical support to enable them prepare and submit quality budgets within agreed periods.
- To challenge functional budgets thereby ensuring that they are realistic and stretching.
- · To ensure capital budgets are adhered.
- Build a relationship with all budget holders at all levels.
- Ensure functional and Group cross working in Country and with Group and Cluster Teams.
- To agree key budget assumptions and to prepare the budget timetable.

#### **Perfomance Management**

- Effective presentation of detailed business performance analysis through production of monthly management accounts. Support and constructively challenge monthly results, forecasts and plans for each of the business line.
- Perform ad hoc analysis within set deadlines and as requested by senior management.
- Identify value adding initiatives in conjunction with Chief Financial Officer and other business leaders in other functions.
- Provide accurately segmented information on income, costs and balance sheet to satisfy internal and external functional needs.
- Prepare and submit / forward MI requests from CMC members and Group Finance within agreed deadlines and to ensure the information meet the highest standard.
- To prepare capital plans and to review every month to ensure that there are no violations of WRA ratios and other BOT requirements

- Be aware of and up to date with all financial and commercial issues affecting the bank.
- Recommend system enhancements to strengthen financial management systems.
- Managing group reporting that falls under planning and performance management.

#### **Staff Management**

- Help team members to identify strengths and weaknesses in their own skills and attributes, review their self-development plans and ensure training and development needs are accommodated.
- Coach team members on Planning & Performance Management.
- · Assess employee's performance against contract.
- · Review and input to Performance Management Reviews.

### **Education & Qualifications**

- Bachelor's degree in Accounting, Finance, Taxation, Banking, Actuarial Science or Computer Science.
- CPA (T)/ACCA Qualified Member Qualified Certified Accountant is a must.

#### Requirements

- Very strong computer and MI skills necessary for preparation of financial and performance presentations to senior management and Board of Directors. Advanced level skills on Microsoft Excel, Word and PowerPoint
- · Strong analytical and diagnostic skills.
- Strong planning skills Experience in budgeting process in organisations
- · Excellent communication skills at all levels.
- · Excellent understanding of competitive activity.
- · Good understanding of global and domestic economic trends.
- · Ability to work to tight deadlines without compromising quality.
- Strong team player with good interpersonal, negotiation and influencing skills. Ability to influence senior management across
  the business.
- Experience in the financial services environment.
- Experience in Leadership positions of not less than 3 years leading a team of two people or more and overall experience of not less than 5 years.
- Excellent Accounting knowledge
- Flexibility and experience to work as Financial Controller will be an added advantage

## **Characteristics**

- Broad knowledge of the Bank's financial, costing and management accounting processes.
- · Good knowledge of the bank's products and services.
- · Good Knowledge of Bank's balance sheet structure.

# **Reporting To**

· Chief Financial Officer

#### **Driving Licence**

Not Required

To Apply for This Job Click Here