



1 in 4 people do not have access to electricity

We are an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, disability status, protected veteran status or any other characteristic protected by law.

## **JOB DESCRIPTION: HEAD OF FINANCE**

**Job Location:** Uganda

**Reporting to:** General Manager / Financial Controller Africa

**Job Tier Level:**

**Direct Reportees:** None

### **Position Description**

The purpose of the role is to provide financial management in-country with regards to the accounting and tax compliance and be accountable for general ledger controls and MIS reporting for Africa books of accounts. The role has a dual responsibility to operationally support the Country General Manager and functional reporting to the Financial Controller Africa.

### **R&Rs**

- Ensure and prepare monthly business review reports, MIS, Opex reports for country on a timely and accurate basis.
- Be the lead in finance controls and management of inventory in-country and ensure controls and management reports are done timely to facilitate visibility on the inventory position.
- Manage order to cash process ensuring all transactions are correctly recorded, analyzed and financial controls on the cycle are documented and implemented fully.
- Be the finance contact on all grant related activities ensuring correct recording and reporting of transaction relating to grants
- Project leader of culture change task force to develop initiatives that will help the organization meet its goals.
- Ensure accurate month-close/quarter-close and year-close processes and manage all financial reporting responsibilities.
- Finalization of the financial statements and perform the required analytical review of the financial statements
- Discuss audit queries and close all issues raised by the auditors.
- Manage tax and overall account reconciliations to ensure the balance sheet is stated accurately.
- Responsible for accurate and reliable trial balance financial data of the country OPCOs.
- Responsible for ensuring accounting in accordance with local IFRS and GAAP.
- Manage all direct and indirect tax fillings, reporting, analysis and all of its underlying processes.



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- Partner with global finance teams to execute finance initiatives across organization as required from time to time.
- Drive visibility into management cost accounting, project margins analysis and other key financial metrics.
- Responsible for creation of masters with all the relevant information of the customers and vendors and maintenance of necessary documentation for them.

### **KPIs**

- Timely closing, MIS reporting, preparation of business review reports.
- Completion and accuracy of monthly reconciliations and the overall accuracy of the trial balance.
- Project management and execution of tasks assigned on each project.
- Achieving good internal and external audit reports around financial controls and trial balance data integrity.
- Minimize/ Eliminate tax exposure in the company transactions and tax compliance processes.

### **Desired Skills and Experience**

- Relevant university degree with CPA/ACCA qualification.
- 10+ years' experience with at least 5 years in a senior Financial position
- Team management experience.
- Sound Accounting knowledge.
- Experience in ERP systems.
- Arbitration and organizational skills.
- Computer literacy and advanced excel knowledge.
- Excellent analytical skills, able to clearly link financial results to operational performance drivers, generate alternatives and drive positive change.
- Excellent communication skills.
- Clear thinking/ problem solving, able to lead projects/ process improvement within operations/ finance function.
- Able to break down complex issues into simpler steps and resolve them.
- Ability to prioritize & promote team work.
- Willing to participate and engage in operations in addition to finance.
- Should be flexible, willing to stretch and achieve over and above base expectations.
- Integrity, trust and self-confidence.
- Strong mindset for continuous improvement and meeting or exceeding expectations and able to demonstrate complete discretion and confidentiality.



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- Superior verbal and written communication skills (multiple language will be an added advantage) with an emphasis on tact and diplomacy
- Excellent organizational, multi-tasking and time management skills.
- Passion for social enterprise, development of people and environmental benefits.

Candidates who meet the requirements should submit their CV only with a subject line, **Head of Finance:** [recruitment.uganda@dlight.com](mailto:recruitment.uganda@dlight.com) before **February 5<sup>th</sup> 2019**. Only shortlisted candidates will be contacted.

