

Finance Lead at CSquared

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Company: JobWebKenya

Location: Kenya

Category: educational-instruction-and-library

Job Description

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CSquared is a technology company, making commercially driven investments into broadband-enabling infrastructure throughout Africa.

Summary

Reporting to the Regional Financial Controller, you will be responsible for the day-to-day accounting and compliance requirements and the month end financial reporting for the Kenya operating company.

As a member of this team, you know your accounting principles and the full accounting process end to end. Every day is a new challenge, and you're continually looking for ways to help our team get better at what we do, in the most efficient way possible. A team player at heart, you collaborate with our local teams, advocate best practices and roll up your sleeves to pitch in when it's all hands on deck. You move fast while keeping your attention to detail, and you tap into your problem-solving skills to support the business's objectives.

Responsibilities:

Accounting and Financial Reporting

Perform daily, weekly and monthly accounting functions such as: BS and P&L accounting (Cash, Intercompany, Accounts Receivable, Inventory, Fixed Assets, Accounts Payable, Accruals, Revenue, Payroll, Opex), month end close process and reporting, general accounting and tax filings and all related statutory obligation.

Oversee operations of the Kenya finance function, set goals and objectives, and design a framework for these to be met.

Manage the trial balance, controlling income, cash flow and expenditure

Provide financial results and analysis to senior management and guide the in-country leadership on all financial decisions

Manage relationship with the outsourced accounting vendor

Governance, Controls and Compliance

In liaison with the Regional Financial Controller and team members, develop and document business processes and accounting policies to maintain and strengthen internal controls

Drive, manage and embed operational excellence and a continuous improvement culture within the team to deliver improvements to financial policies, processes and systems.

Act as a guardian of internal control procedures, including separation of duties, access controls, physical audits, documentation, trial balances, reconciliations and approval authority.

Business Planning, Budgeting and Forecasting

Develop trends and KPI's for CSquared Kenya's projections in liaison with the Group FP&A Team

Working with the country team to prepare annual budgets and forecasts

Lead the process for proactive budget management and reporting at country level.

CAPEX management – ensure CAPEX is monitored, adequately recorded and reported.

Oversee annual asset management processes such as verification.

Conduct reviews and evaluations for cost-reduction opportunities, buy or lease options.

Statutory Matters

Liaise with auditors to ensure appropriate closure of the statutory audit process

Liaise with labor and other government organizations

Managing compliance with all the statutory obligations as well as taxation for the company, in

accordance with Kenya tax laws.

Oversee annual transfer pricing documentation per country specific transfer pricing requirements.

Management of Tax Audits by the Revenue Authority.

Business Partnering and Leadership

Leadership and stakeholder engagement – Participate in all country key meetings, manage routines such as balance sheet reviews and reconciliations (monthly, quarterly), action on reconciling items.

Manage relationships with third-party entities such as banks, accounting firms and auditors in matters related to the accounting, local external reporting, and tax, being responsible for accurate and timely completion of local statutory audits, tax and other statutory filings.

Proactively identify issues and keep manager informed in a timely manner.

Requirements

Minimum Qualifications:

BA/ BS degree or equivalent

CA/ CPA or equivalent

At least 7 years of relevant work experience in finance/accounting.

Preferred Qualifications:

Prior experience working in a multinational firm managing an accountancy/ finance function with some experience in audit is preferred

Solid understanding of IFRS regulatory framework

Strong project management, process improvement, computer and analytical skills.

Attention to detail, organized and thorough with desire for continuous improvement.

Proven ability to work in a cross-functional, fast-paced environment, and to lead and drive complex initiatives.

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