



### **Employment Opportunity – External Track**

**Position:** Financial Accountant **Reporting to:** Financial Controller **Location:** Tanga

#### **Key responsibilities:**

Assist Financial Controller to develop financial analysis reports, ensure accurate financial recording and compliance with established financial standards including policies and procedures.

#### **Principle Accountabilities:**

- Organize work of the financial accounting and accounts payable section to process all transactions of the company
- Capture statutory accounts - Prepare annual financial statements in compliance with IFRS, ensure that all audit issues are cleared, compare actual figures against budget and analyze all variances and report to management
- Perform monthly reconciliation of transport and freight accounts
- Facilitate accurate and timely processing of supplier payment
- Ensure that all payments are processed based on the proper supporting documents as per payment procedure
- Ensure that tax policies which suit current needs are in place
- Liaise with the Financial Controller & CFO on tax issues
- Ensure that all taxes are paid on or before their due dates, supported by accurate returns as required by the tax authorities
- Prepare and support both the internal and external audit processes
- Resolve/implement/correct audit recommendations timely
- Ultimately responsible for safe working practices especially in areas of responsibility.
- Environment: Ensure environmental procedures are complied with, identify and manage the environmental aspects and impacts in his/her area and instil environmental awareness culture in his/her area.
- Any other duties as may be assigned by line management

#### **Key requirements:**

##### **Education**

- Degree in Commerce (Accounting &/Finance) or equivalent
- Certified Public Accountant (CPA Holder )

##### **Experience**

- At least five (5) years' experience in Financial Accounting capacity, preferably in a multinational manufacturing company

##### **Knowledge & Skills**

- Experience of working on IFRS standards
- Excellent knowledge of local and international accounting practices
- Appropriate knowledge and experience of Tanzanian tax laws and practices
- Reasonably independent and able to resolve work queries
- Excellent knowledge of Group and local reporting requirements and accounting practices
- Excellent knowledge of internal control requirements
- Good knowledge of computer based financial accounting systems especially Tally and SAP
- Working knowledge of Cost and Management Accounting principles
- Totally honest and trustworthy
- Meticulous attention to detail
- Take responsibility for adherence to company procedures
- Must enjoy routine high pressure workload and take pride in producing accurate reports to meet deadlines
- Positive and enthusiastic to improve financial accounting performance



### **Salary and Benefits**

The Company offers attractive salary and benefits in line with the candidate's qualifications, skills and experience.

### **How to Apply**

Send your CV and copies of relevant certificates by email to [vacancies@simbacement.co.tz](mailto:vacancies@simbacement.co.tz) ,on or before **27<sup>th</sup> March 2019**.

Only shortlisted candidates will be contacted.