

# Job Adverts

<b>Designation:</b>	Finance Manager – Controls & Technical Accounting
<b>Reporting Line:</b>	Financial Controller
<b>Business Unit:</b>	Finance
<b>Location:</b>	Lusaka
<b>Job Purpose</b> General Ledger Control	
<b>Key Outputs &amp; Responsibilities</b>	
<p><b>Technical Accounting Oversight and Financial Reporting</b></p> <ul style="list-style-type: none"> <li>Stay up-to-date with the International Financial Reporting Standards (IFRS) and assess their impact on the bank's financial reporting.</li> <li>Develop and maintain accounting policies and procedures that align with regulatory requirements, group policy and industry best practices</li> <li>Analyze accounting transactions and provide guidance to ensure proper accounting treatment</li> <li>Review financial reports and disclosures to ensure compliance with accounting standards and regulatory requirements.</li> </ul>	
<p><b>Monthly General Ledger Monitoring and Management</b></p> <ul style="list-style-type: none"> <li>Review the Trial balance to ensure all GL accounts are assigned and circulated</li> <li>Identify risky accounts and review selected month-end control reconciliations for correctness, identify risks and ensure clearance of long outstanding items</li> <li>Ensure all GL accounts are allocated to owners and reconcilers so that they are reconciled on a monthly basis.</li> </ul>	
<p><b>Governance, Risk and Compliance Management</b></p> <ul style="list-style-type: none"> <li>Adhere to control processes so that management has confidence in the integrity of financial information</li> <li>Track and monitor all open audit items (Internal audit, external audit, regulatory and RCSA findings) with respective owners to ensure they are resolved within indicated timelines and that findings are minimal and no risk items are overdue</li> <li>Participate in new products implementation to ensure compliance with accounting and reconciliation policies</li> <li>Review UAT entries to ensure correctness before entries are introduced in the live environment</li> </ul>	
<p><b>Balance Sheet Review Committee</b></p> <ul style="list-style-type: none"> <li>Preparation, compilation and timely sharing of the Balance Sheet Review Committee (BSRC) meeting reports to allow for implementation of findings.</li> <li>Oversee the reconciliation and attestation process to ensure risks identified are communicated to BSRC for adequate provisioning.</li> </ul>	
<p><b>Manage RCSA Process for the Department</b></p> <ul style="list-style-type: none"> <li>Manage closure of audit findings within indicated timelines and no risk items are overdue to avoid repeat findings</li> <li>Collaborate with Risk to ensure adequate provisions are held for potential losses identified</li> </ul>	
<p><b>Internal and External Stakeholder Engagement</b></p> <ul style="list-style-type: none"> <li>Build and maintain sound stakeholder relationships, displaying abilities to communicate at all levels</li> <li>Liaise with key stakeholders to track progress on tasks, manage expectations and ensure deadlines are met</li> <li>Work with external audit to explain, follow-up and/or resolve queries and audit exceptions</li> </ul>	
<b>Qualifications &amp; Technical Experience</b>	
<ul style="list-style-type: none"> <li>Grade 12 School Certificate with 5 credits, English and Mathematics inclusive</li> <li>Professional Chartered Accountant - Full ACCA or CIMA or similar field.</li> <li>Post graduate degree, professional qualification or equivalent would be an added advantage</li> <li>Highly Proficient in Microsoft Excel and Power point Applications</li> <li>Knowledge of Oracle Fusion Applications</li> <li>5+ years' experience in similar role</li> </ul>	

Interested Applicants who meet the job requirements should email their CV's to e-mail address [jobs-zm@bancabc.co.zm](mailto:jobs-zm@bancabc.co.zm) Please note that only shortlisted candidates will be contacted. **Clearly state the position you are applying for in the subject field.**

**Closing date: Thursdays, 9th November, 2023**