



SAFARICOM SACCO LTD

SENIOR ACCOUNTANT - REF NO 002-07-2009

Safaricom Sacco Ltd is a large and dynamic SACCO based in Nairobi. We are seeking a competent and highly motivated person to fill in the position of a Senior Accountant.

Overall Responsibility

Reporting to the SACCO Manager, The Senior Accountant will be responsible for all financial and accounting operations through implementation of accounting/financial policies and procedures, regular management/financial reporting, supervision of the accounting team and professional guidance to the SACCO Manager and the Central Management Committee (CMC) to ensure that the financial goals of the SACCO are realized.

Key Duties and Responsibilities

- Develop and implement effective financial and accounting policies and procedures
- Develop and apply effective financial accounting and reporting systems
- Management of the general and subsidiary ledgers in accordance with internationally accepted accounting and financial reporting principles
- Prepare and analyze on a regular basis SACCO's business plans, budgetary estimates and provide explanations on variances
- Co-ordinate the SACCO internal and external audit processes, ensuring document availability, provision of information and support required
- Provide support to all other functions to enhance organizational goals
- Provide guidance to the SACCO Manager and the CMC on financial decisions in the SACCO
- Supervise accounting staff and any other duty that may be assigned from time to time

Qualifications,

- A Bachelor's degree in a business related field
- Professional qualification in Accounting (CPA (K), ACCA or equivalent)
- Minimum 5 years experience preferably in a SACCO or financial institution
- Ability to carry out financial analysis, financial projections and budgeting
- Ability to analyze problems and provide solutions in line with established policies and procedures
- Superior knowledge and proficiency in computerized accounting operations
- Outstanding leadership and managerial skills including coaching and training
- At least 30 year and at most 40 years old

Kindly email your resume and cover letter to

Saccorecruitment@safaricom.co.ke.

Only shortlisted applicants will be contacted.

Closing date for Submission of application: **5:00 pm July 31st 2009**