

Job Profile

Job Information			
Job Title	Senior Financial Accountant, Group	Job Grade	5
Function/Business Area	Finance	Number of Direct/ Indirect Reports	1
Reports To	Head Group of Financial Reporting	Total Number of Reports	1
Location	Blantyre, Malawi	Date	29/07/2024

Job Purpose
An Integral role in finance team focusing on consolidation and reporting of financial results. Reporting accuracy, completeness, compliance, and insightful analysis.

Main Accountabilities

Financial Reporting and Consolidation	<p>Building and updating financial reporting templates, including, but not limited to:</p> <ul style="list-style-type: none"> • Management accounts for country and Group (incorporating the consolidation and elimination logic required for multi-currency Groups, and using various MS Excel functions and other reporting tools to build commentary and performance analysis) • Financial reporting packs to facilitate external financial and statutory reporting (primarily interim and annual reporting in line with stock exchange rules) – these would incorporate all IFRS financial reporting requirements applicable, comply with stock exchange rules, and be signed off by external auditors, annual financial statements deriving from the financial reporting packs
Financial Analysis and Insights	<ul style="list-style-type: none"> • Perform variance analysis and trend analysis on group financial results. • Prepare financial reports and presentations for senior management and stakeholders. • Work with data and analytics teams to provide data driven insights.

Audit and Compliance Support	<ul style="list-style-type: none"> • Support the audit process by preparing audit schedules and addressing auditor inquiries. • Ensure compliance with internal controls and assist in the implementation of accounting policies and procedures. • Stay updated on accounting standards and regulations affecting financial reporting. • Preparation of regulatory returns for timely filing to regulators. • Preparation of press announcements and publications.
Data Management and Systems Improvement	<ul style="list-style-type: none"> • Maintain and improve financial reporting systems and tools to enhance efficiency and accuracy. • Streamline data collection processes and ensure data integrity across various systems. • Collaborate with IT and finance teams to resolve system issues and implement enhancements.
Project management	<ul style="list-style-type: none"> • Take models that are built either directly by yourself, or by others, understand them, advise on how they are to be completed, and roll-out these models to senior finance colleagues across the Group. • Engage with auditors on the minimum standards of IFRS and explain/defend or amend financial reporting models based on the objectively correct principles of IFRS and FMBCH accounting policies. • Manage multiple inputs and outputs from a process. Coordinate with various parties to provide inputs, validate these in a systematic and logical manner, and delegate back to responsible people where required. • Manage senior team members' expectations proactively and flag any project risks at the earliest possible moment with a constructive view to resolving these.
Cross-functional Collaboration and Leadership	<ul style="list-style-type: none"> • Work closely with subsidiary finance to gather financial data and ensure timely submission of reports. • Collaborate with other departments (such as Compliance, Internal Audit and Risk) on financial projects and initiatives. • Participate in ad-hoc projects and analysis as required by senior management. • Demonstrate a proven ability to lead and direct team members to work efficiently and effectively. • Manage across and upwards in a diversified environment to communicate and influence changes or adherence to financial accounting policies and practices.

Knowledge, Expertise and Experience Technical skills/Competencies
Qualifications: <ul style="list-style-type: none"> • Bachelor's degree in Accounting, Finance, or related field • Chartered Accountant and a member of an internationally recognised institute such as ACCA, ICAEW, CIMA, CA (Zimbabwe), ICAM, BICA, amongst others.

- Minimum of 5 years of experience in financial reporting, preferably in a group or multi-entity environment.
- Strong understanding of IFRS and financial reporting principles.
- Proficiency in financial analysis, including variance analysis and financial modelling.
- Experience with financial consolidation software and ERP systems (e.g., EBA, Finacle and Microsoft Dynamics).
- Excellent analytical skills with the ability to interpret complex financial data.
- Strong attention to detail and organisational skills.

First Capital Bank Values

The values provide a framework for how we in First Capital Bank work together and how we serve our customers and the communities we are in

- Our service is our pride.
- We have a shared responsibility for our business.
- We value time and deliver quickly.
- We are open and honest, but respectful.
- We find simpler ways of doing things.
- Integrity and Reputation are our wealth