

# CALL FOR APPLICATIONS

AFRICA  
WORKS

## CFO / Financial Controller Nairobi / Kenya

### EMPLOYER

#### Organisation

Our client is a key player of German foreign business development on behalf of the Federal Republic of Germany in East Africa. They represent German business interests in East Africa and inform about and promote Germany as a business location. Their mandate is to promote bilateral business relations through advocacy and engagement with state institutions and government bodies, offering a broad range of services such as market entry facilitation, analysis and research and also organise delegations, conferences and events.

#### Staff force

25

#### Presence

Kenya, Tanzania and (soon) Ethiopia

### OCCUPATION

#### Role & Activities

You will be in charge of budget planning and reporting as well as the permanent financial monitoring. You will oversee the local financial affairs and the coordination with the satellite offices and assist in the coordination, reporting and budget planning with the German headquarters. You will also oversee the work bookkeeping team. The role is planned to be full-time, options for part-time involvement can also be discussed.

#### Responsibilities

- Preparation and monitoring of yearly budgets including regular monitoring and reporting to management on financial developments
- Heading the work of the financial department, coordinating budget and financial developments with departments / entities
- Preparation and administering financial audits
- Establishment of effective financial systems and controlling measures
- Debtors and creditors management / Public project finances and reporting

### YOUR PROFILE

#### Citizenship

East African, preferably Kenyan

#### Degree

Bachelor from a TOP tier university in Finance plus MBA or equivalent

#### Experience

You need to be an experienced financial controller with several years of expertise in the field, able to coordinate both local and international financial planning and reporting in a complex business environment with various entities and stakeholders with international experience and possess strong confidence and self-awareness in intercultural settings.

#### Skills

- Ability to perform within clear timelines and to initiate necessary actions, anticipating issues and have a proven track record of being resourceful in fast-paced environments
- High organizational skills with good time management and administration skills
- Ability to guide team members in all necessary financial processes and reporting
- Strong communication and interpersonal skills
- Excellent Computer and Microsoft Office skills
- German language skills are not required but are an added advantage.

#### What is the deadline?

**Aug 02, 2019**

#### Where can I apply?

**Please send your documents including your CV (.PDF), certificates, references and/or work samples to [kleis@afriworks.eu](mailto:kleis@afriworks.eu)**

For matters of clarification we ask you to keep in mind that AfricaWorks is the recruiting company in charge of hiring for the company referred to in this job description. AfricaWorks is not the company you will be employed by. We guarantee to disclose the identity of our client at a later stage of the application process. For any questions contact us at [info@afriworks.eu](mailto:info@afriworks.eu).