

Job Description

<i>Title</i>	<i>Financial Accountant</i>
<i>Reporting Line</i>	<i>Chief Financial Officer</i>

Position Overview

The Financial Accountant is responsible for overseeing various financial accounting functions, ensuring accuracy, compliance and efficiency. This role involves preparation and analysis of financial statements, managing general ledger accounts, overseeing accounts payable and receivable, and assisting with financial planning and reporting. The Financial Accountant will also play a key role in developing/implementing accounting policies and procedures. This individual will also provide support and assistance to the Chief Financial Officer as needed.

Main Responsibilities

- Preparation of budgets, forecasts and cash flows
- Maintenance of financial ledgers and accounting processes
- Timely production of statutory and internal financial reports including financial statements
- Implement operational best practices
- Oversee the issuance of financial information
- Understand and mitigate key elements of the company's risk profile
- Ensure that the company complies with all legal and regulatory requirements
- Ensure that record keeping meets the requirements of regulators
- Report risk issues to Management
- Monitor cash balances and cash forecasts

Any other projects and miscellaneous duties as assigned by the CFO.

Competencies

- Interpersonal and communicative skills – both verbally and written
- Ethical conduct
- Strong understanding of accounting principles and practices
- Familiarity with accounting software and tools
- Ability to engage with staff at all levels and exercise sound judgement
- Attention to detail and thoroughness

Minimum qualifications

Education: Bachelor's Degree in Accounting or equivalent is preferred. Experience in Financial Accounting (preferably within the financial services sector).

Membership in a related professional association is encouraged.

Experience

Minimum of 3-5 years' experience in a financial organization; familiarity with operational and financial procedures.

Other Duties

Please note that the above job description is not designed to cover or contain an exhaustive listing of activities, duties or responsibilities required of the employee for this position. Duties, responsibilities and activities may change from time to time with notice.

Qualified applicants should submit resumes via email to hrcons59@gmail.com by June 27, 2025.