



SMEP Microfinance Bank PLC is a dynamic Christian based Bank regulated by the Central Bank of Kenya, whose **Mission** is *“To empower families in Kenya’s underserved communities with impactful financial solutions as we live and proclaim the gospel of Jesus Christ”*, with over 34 outlets across the country.

We are inviting applications from interested and suitably qualified candidates who are *passionate about transforming lives in the society as they live and proclaim the gospel of Jesus Christ*, to fill the following position:

**CHIEF ACCOUNTANT (HR/01/26).**

Reporting to the Head of Finance, the job holder will be responsible for financial reporting & to uphold the Banks’ *Mission, Vision, Core Values and Motivation during the work tenure at SMEP MFB PLC.*

**KEY DUTIES AND RESPONSIBILITIES**

- Responsible for implementation of financial controls .
- Responsible for budget preparation and monitoring.
- To directly supervise Accountants, Account assistants.
- To coordinate external & Internal Audits, due diligence & regulatory inspection and the implementation of External audit recommendations .
- To oversee all Bank reconciliations.
- To ensure that all Finance related reports are completed accurately and availed within the given timelines.
- The Secretary to ALCO .
- Oversee the Tax Management and Compliance processes .
- To oversee partner Reporting and ensure partner contracts are adhered to.
- Management of financial reporting system which includes confidentiality, Integrity and availability of financial data.
- Treasury management- Optimum placement of idle funds and cash flow management.
- Any other duty as prescribed by Head of Finance from time to time.

**Qualifications**

- A Bachelor’s degree in finance, accounting, commerce, business administration, or an equivalent qualification from a university accredited by the relevant authorities in Kenya.
- Professional certification such as CPA (K), ACCA, CFA, or an equivalent qualification is required.
- Have current membership registration with ICPAK
- A Master’s Degree in a relevant field will be considered an added advantage.

### **Competencies and Experience**

- A minimum of **7-10 years of progressive accounting experience**.
- With at least 3-5 years in a supervisory or Managerial role.
- Prior Experience in a banking or Financial institution is highly desirable.
- The ideal candidate will demonstrate deep knowledge of IFRS, IAS and local tax laws.
- The ideal candidate will demonstrate strong leadership, analytical, and communication skills.
- Candidates must be practicing Christians who uphold and embody Christian values in their professional conduct.

### **HOW TO APPLY**

Qualified and interested candidates who meet the above criteria should download the "Job Application Form" at [www.smep.co.ke/careers](http://www.smep.co.ke/careers) and send their filled applications to [recruitment@smep.co.ke](mailto:recruitment@smep.co.ke) indicating the *Job Title & Reference on the e-mail subject on or before Monday 16<sup>th</sup> February, 2026*. Only shortlisted candidates will be contacted.