World Vision is an international Christian relief, development and advocacy organisation working in almost 100 countries world-wide to create lasting change in the lives of children, families and communities to overcome poverty and injustice.

Finance Manager, VisionFund Kenya

Key Responsibilities

Accounting

- Strengthen financial systems to ensure compliance with internal and external policies.
- Ensure timely and accurate financial statements and payments.
- Maintain proper documentation and resolve discrepancies through reconciliations.
- Standardize presentation of institutional financial data.

Budgeting and Budget Control

- Develop and implement budgeting systems and procedures.
- Support departments in budget preparation and provide financial projections.
- Forecast future financial conditions and provide insights to management.
- Monitor and evaluate performance against budgets; recommend corrective actions.

Financial Analysis and Reporting

- Train staff in financial ratio analysis and benchmarking.
- Analyze performance gaps and financial indicators.
- Prepare timely financial reports for management and stakeholders.
- Funds Management, Treasury, and Cash Management
- Prepare weekly cash flow and financial projections.
- Analyze funding options, risks, and asset-liability exposures.
- Recommend treasury risk limits and ensure capital adequacy compliance.
- Utilize scenario planning tools for risk mitigation.

Business Plan Development

- Monitor financial performance in relation to operational/business plans.
- Assist in the preparation and consolidation of head office and branch business plans.
- Ensure delivery and consistency of the annual business plan and monitor performance variance.

Internal Control

- Assess and manage risks in key operational areas.
- Design and implement internal control systems.
- Coordinate with external auditors and apply their recommendations.
- Enhance accounting systems to meet internal control requirements.

Team Supervision

- Lead, supervise, and mentor the finance team to ensure high performance and professional development.
- Set performance goals, conduct evaluations, and provide ongoing feedback.
- Promote a collaborative work environment and build team capacity through training and coaching.

Ideal Candidate Profile

Educational Requirements:

- Bachelor's Degree in Economics, Accounting, Finance or Business administration or Equivalent qualification. A Master's Degree will be desirable
- Holder of CPA (K) or ACCA qualifications.
- A minimum of 6 years of relevant experience, with at least 1 years in a Senior Leadership role in Microfinance, Retail Banking, or Enterprise Lending

Key Competencies:

- In-depth knowledge of banking principles, MFI industry practices, and current trends in microfinance and finance. Finance certifications and practicing licenses will be desirable.
- Strong leadership capabilities with a proven track record of driving performance and motivating teams.
- Excellent communication, negotiation, and interpersonal skills; adept at business development and stakeholder management.
- Proven high performance in similar roles, with a strong emphasis on growth, results, and team motivation.
- Demonstrated ability to act as a change agent, driving operational improvements and organizational growth.
- High ethical standards and commitment to personal and organizational integrity.
- He/she should have proficiency in Microsoft Office Suite (especially Excel), and familiarity with accounting software (e.g. QuickBooks, SAP).
- Strong analytical and problem-solving skills or abilities.
- Determined personality with initiative, perseverance, and the ability to motivate and manage a team
- Capability and willingness to take responsibility and highly developed sense of rectitude
- Ready to comply and live up to and in accordance with the organization's Ideals and Core Values

Please send your Application Letter, a One-Page Motivation Statement, and your Curriculum Vitae (CV) to: **hrdirector@worldvisionke.org**