



PostBank

VACANCY NOTICE

PostBank is a Commercial Bank that is committed to fostering prosperity for Ugandans. The bank is growing and giving opportunity for its employees and the public. PostBank is in need of a competent and achievement driven professional to fill up the below role that has fallen vacant.

POSITION DESCRIPTION

JOB TITLE: FINANCE MANAGER REPORTING & INNOVATION SUPPORT (01)

REPORTS TO: FINANCIAL CONTROLLER

JOB PURPOSE

The Finance Manager Reporting & Innovation Support is responsible for preparation of the Bank's financial statements, regulatory returns as required by Policy and law and supporting product innovation.

KEY RESPONSIBILITIES /DELIVERABLES

1. Prepare annual financial statements for the Bank in compliance with IFRS.
2. Manage the preparation and quality control of regulatory returns under the financial institutions Act and Basel II guidelines from Bank of Uganda.
3. Prepare the bank's annual integrated report using the integrated reporting framework.
4. Prepare the bank's sustainability report in accordance with Global reporting Initiative and established sustainability frameworks.
5. Support product innovation initiatives as finance lead on the committees/team.

BUSINESS BEHAVIOURS & FINANCIAL RESPONSIBILITY

6. The ability to communicate clearly both verbally and in written form in a professional manner is deemed essential.
7. Ability to demonstrate positive image and role model PBU's values and leadership behaviours.
8. A sense of ownership and pride in performance and its impact on the company's success
9. Must be a person of impeccable integrity.

QUALIFICATIONS, EXPERIENCE AND COMPETENCIES REQUIRED

10. Professional accounting qualification ACCA/CPA
11. A first Degree is required
12. A Master's degree in a Business related field is desirable
13. Minimum of four (4) years post qualification experience
14. In-depth understanding of international financial reporting standards
15. In-depth understanding of integrated reporting framework
16. In-depth understanding of sustainability reporting frame works.
17. Good communication and presentation skills at a senior level.
18. Ability to analyse and evaluate data for acceptability and correctness.
19. Analytical mind with strong orientation to financial analysis
20. Ability and experience in communicating with all levels of management regarding management information needs.
21. Good interpersonal skills required in liaising with people at different levels within the bank.
22. Good planning and organisation skills.
23. Strong report writing skills
24. Dynamic self – starter with a personal ambition to succeed.
25. Ability to work under pressure to meet tight deadlines.

THE FOLLOWING DOCUMENTS SHOULD ACCOMPANY THE APPLICATION

26. Cover letter, Detailed CV, and Copies of academic documents all as one file.

MODE OF APPLICATION

1. Online applications addressed to **Chief Human Resources Officer**, PostBank Uganda.
2. Send application to **hr@postbank.co.ug** with job title as subject.
3. Closing Date: **Tuesday 16th July 2024 at 5:00pm.**
4. Only shortlisted candidates will be contacted.

PostBank Uganda Ltd is an equal opportunity employer

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