



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: FINANCIAL CONTROL ACCOUNTANT

REPORTS TO: FINANCE MANAGER REPORTING & INNOVATION SUPPORT

JOB PURPOSE

- The role holder will ensure accurate and timely preparation and submission of regulatory returns to the Bank of Uganda, support the Finance Manager Reporting and Innovation Support in preparing the bank's financial statements, integrated and sustainability reports, ensure compliance with IFRS and PBU policy in all financial reporting matters, and meet the Government of Uganda's reporting requirements.

KEY RESPONSIBILITIES /KEY DELIVERABLES

- Preparation and timely submission of accurate returns to Bank of Uganda in accordance with FIA guidelines, NPS Act and Basel II guidelines from Bank of Uganda, including ILAAP and ICAAP.
- Preparation of the Bank's financial statements.
- Compliance to Government of Uganda reporting requirements and other business partners.
- Preparation and circulation of the bank's monthly performance reports.
- Compilation of information that feeds into the Bank's integrated report in accordance with the integrated reporting framework.
- Develop and oversee the end-to-end process of the Bank's integrated reporting.
- Compilation of information for the Bank's sustainability report in accordance with the Global Reporting Initiative (GRI) and Sustainability Accounting Standards Board (SASB).
- Compilation of information using data gathering templates required to meet disclosure requirements under IFRS S1 and S2.
- Manage the bank's audit exercise end-to-end, ensuring efficiency and compliance.

BUSINESS BEHAVIOURS

- **Passion:** Committed to excellence, deliver outstanding results and make a positive impact for our customers and stakeholders.
- **Teamwork:** Collaborates, mutual respect, and diverse perspectives, to achieve shared success and deliver greater value to the Bank.
- **Integrity:** Uphold honesty, transparency, and accountability, ensuring ethical practices in every action.
- **Innovation:** Embrace creativity and forward-thinking, continually seek new solutions to enhance customer experience and drive business growth

QUALIFICATIONS, EXPERIENCE AND COMPETENCIES REQUIRED

- Bachelor's degree in Accounting, Finance, Commerce, Statistics, Economics or any related field.
- Professional accounting qualification ACCA/CPA is an added advantage
- A minimum of 2 years' experience in banking or an equivalent industry.
- Ability to analyze and evaluate data for acceptability and correctness.
- Analytical mind with strong orientation to financial analysis.
- Ability and experience in communicating with all levels of management regarding management information needs.
- Good interpersonal skills required in liaising with people at different levels within the bank.
- Good planning and organization skills. Dynamic self – starter with a personal ambition to succeed.
- Ability to work under pressure to meet tight deadlines.

- Excellent computer skills, particularly in MS Word, MS Excel and MS access, Power Point.
- The ability to communicate clearly both verbally and in written form in a professional manner is deemed essential.
- Ability to demonstrate positive image and model PBU's values and leadership behaviors.
- A sense of ownership and pride in performance and its impact on the Bank's success.
- Must be a person of impeccable integrity.

THE FOLLOWING DOCUMENTS SHOULD ACCOMPANY THE APPLICATION

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

MODE OF APPLICATION

- Online applications addressed to **Chief People & Strategy Officer**, PostBank Uganda.
- Send application to **hr@postbank.co.ug** with job title as subject.
- Closing Date: **Friday 14th March 2025 at 5:00pm.**
- Only shortlisted candidates will be contacted.

PostBank Uganda Ltd is an equal opportunity employer.

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