

Job Profile for Head Reporting & Controlling

The Group Head Reporting & Controlling is responsible for financial and management reporting (including taxes), budgetary control & performance management and Credit control

Role Qualification:

- **Academic/Professional:** BSc. from a reputable tertiary institution (e.g Accounting, Economics). Professional Qualification in CIMA/ACCA/ACA will be an added advantage
- **Work Experience:** 6 - 10 Years' work experience (related job role) and at least 3 years' leadership experience.

Key Responsibilities:

- Is responsible for preparing the Company's annual budget and communicates approved performance targets to all stakeholders.
- Support the CFO in making major financial decisions and ensures the proper execution of/compliance with the Company's laid down financial policies, guidelines and processes.
- Foster an efficient control environment, with appropriate and timely answers to weaknesses identified (for Audit, IFC, Internal Control, and basic Financial Controls)
- Develops effective financial systems to facilitate management decision-making.
- Oversees budgeting, budgetary review, financial controls, reporting and other financial management processes.
- Preparation of periodic financial performance reports to the group (MBR, QBR, Forecast updates, Dialogues) as well as local reports
- Organizes the finance function as may be required from time to time to ensure close alignment to business needs and changes in processes.
- Oversees the design and implementation of processes that provide business managers the necessary financial data to make decisions and monitor performance.
- Ensures all periodic internal and external reporting obligations are met on timely basis.
- Coordination of external audit and ensure that approval of Accounts is obtained from NAICOM. This should also include the follow up of issues in the management letter from the external auditors
- Ensures the continued integrity of the Company's balance sheet
- Ensures that trade receivables are properly managed, improving the process consistently, reinforcing timely reconciliations that will eliminate impairments
- Ensure the development of strong finance capability (an ability to translate business decisions into numbers/financial metrics and to understand the implications for financial performance) across the Company

- Responsible for efficiently managing the tax affairs of AXA Mansard Group with a view to improving the tax compliance status of the Group and instituting tax optimization strategies
- overseeing overall company Tax reporting and management function
- Ensures that up to date corporate information about the Company is communicated to investors and potential investors at all times. Also maintains relationships with Analysts that cover the Company
- Other responsibilities that may be assigned by the CFO

Required Skills and Competencies

- Excellent Accounting skills
- Understanding of Industry
- Knowledge of the financial regulatory standards
- Business Process Improvement
- Proven ability to meet / exceed targets and deadlines
- Good presentation skills
- Solid People Management & Stakeholder Management Skills
- Excellent numeracy skills

Interested Applicants should send their CVs to **jobtalentrecruit@axamansard.com** stating the role applied for as subject of mail. e.g., **“Head, Reporting & Controlling”**.