



Vacancy Announcement for Senior Accountant

Introduction:

Kaebauk Investintu no Finansas S.A. (Kaebauk) is one of the largest deposit-taking MFIs in Timor-Leste. Founded in 2001 as a microcredit program the mission of Kaebauk is “to provide microfinance and allied services to a large number of the poor entrepreneurs and underserved communities in a sustainable, transparent and regulated manner to improve the quality of lives of families and empower women.”.

Position’s Profile:

The Finance unit provides technical and support services in finance critical to achieving the organization’s mission through effective financial planning, analysis, monitoring, execution, and reporting of both internal initiatives and external lending activities to reduce fiduciary risk and ensure compliance with established Kaebauk policies and financial standards.

The **Senior Accountant**, reporting to the Chief Finance Officer, has the overall responsibility for the day-to-day management of Kaebauk’s accounting and treasury functions. They will undertake critical analysis to accelerate reporting of both internal and external lending activities. Additionally they will provide advice on evolving approaches and emerging trends in financial analysis, interpretation, and evaluation central to the provision of services including ledger preparation, budgeting, and forecasting activities which are crucial to meet the financial obligations and standards of the organization.

Role of Senior Accountant

Title	: Senior Accountant
Grade	: A Senior Manager
Salary	: Reflected to the grade level and a competitive salary based on qualification, working experience, knowledge, and professional skills.
Department	: Finance
Based	: Head Office
Supervisor	: Chief Finance Officer

Duties and Responsibility:

- Adapt accounting and treasury approaches and guidelines to manage and mitigate financial risks and meet the financial obligations of Kaebauk.
- Tailor approaches for accounting analysis and treasury/investment management , including financial risks exposures, reflecting organizational priorities, assessment of resources, and responsiveness to changing operational demands.
- Advise Management and Board members on risks and emerging issues to support the enhancement of accounting policies, systems, and practices that impact Kaebauk’s ability to meet its financial obligations.
- Network with government agencies and regulatory bodies to report on finances and to keep current with accounting and fiscal management guidelines and best practices that ensure sound financial management of Kaebauk operations and compliance with rules and regulations.

- Optimize accounting and treasury processes to ensure consistent delivery of financial outputs (analysis, reports, budget forecasts, etc.) and their alignment with planning, budgeting, and reporting cycles of other units within Kaebauk.
- Devise accounting tools, guidelines, and metrics to mitigate risks and maintain transparency, efficiency, and compliance within financial reporting standards.

Qualifications and Skills:

- Advanced degree in Accounting or Management, or any related field.
- Specialized experience in any banking or financial institution.
- Specialized experience in identifying and analyzing business, financial, and operational risk.
- Minimum of 5 years working in the relevant areas or having held a similar job of Accounting
- Fluency in English (written and verbal) is essential. Knowledge of a second language, Portuguese or Tetum desirable.

How to Apply:

Interested candidates please send your updated CV and a covering letter that explains your motivation for the role to Angelo B.C.Souares, Chief Executive Officer, with 2 references email to jesuina.cabral@kif.tl and cc (basilio.souares@kif.tl and edio@kif.tl) latest by 18 May 2024.

As part of our mission to empower women, Kaebauk strongly encourages applications from eligible female candidates.

For more information on Kaebauk see <https://kaebauk.tl/>