

IHK FINANCE MANAGER

JOB REQUIREMENTS

- A business or accounting degree
- Master Degree in Business/Finance would be an added advantage
- Qualified Certified Accountant
- Minimum 7 years of post–qualification in similar working environment
- Strong working knowledge of Microsoft Office suites (Word, Excel, PowerPoint)
- Strong analytical and People Management skills
- Excellent communication and presentation skills
- Business acumen coupled with financial prudence and customer focus
- Ability to multi–task effectively and drive performance within teams

KEY COMPETENCES REQUIREMENTS & ATTRIBUTES

- Ability to maintain accuracy and attention to detail under tight deadlines
- Flexible and willing to work overtime as and when required
- Capacity to use own initiative
- Strong analytical and financial modelling skills
- Excellent interpersonal and leadership skills
- Strong ethics and personal integrity

KEY COMPETENCES REQUIREMENTS & ATTRIBUTES

1. Planning, coordinating and supervising all the activities within the Finance Department and provide specialist financial advice, to the COO/CFO/FC, Management and departments.
2. Preparation and presentation of periodic financial information within the agreed timelines, ensuring accuracy, completeness and conformance to reporting and procedural standards.
3. Budget preparations and monitoring of business/departmental individual budgets are managed for the most effective and efficient use of financial resources. (Budgeting)
4. Cash flow and working capital planning and management.
5. Tax management, planning and ensure accurate and timely submission of statutory returns.
6. Maintain and effectively manage the IHK fixed assets register & Inventory.
7. Ensure integrity of the general ledger financial information and that all reconciliations are prepared and reviewed on a timely basis.
8. Provide leadership to the Finance team including skills development.
9. Responsible for overseeing the Billing and collections processes and ensuring sufficient controls are in place.
10. Develop a rapport with the Hospital's insure partners and schedule meetings every two months to manage the Hospital's key relationships.
11. Oversee the hospital's financial reporting process and ensuring the agreed reporting timelines are met.
12. Ensuring completeness and accuracy of all balance sheet reconciliations through monthly reviews evidenced through sign offs.
13. Tracking and monitoring the Hospital's borrowings and ensuring that the appropriate agreements are in place.
14. Specialist and patient management and reviewing all fees paid out to the respective doctors on a monthly basis.
15. Procurement and supply management with focus on cost control.

Email your application letter and CV including daytime phone number and copies of certificates to hr@img.co.ug

Deadline: **Monday 11th April 2022**