



VACANCY: GROUP FINANCIAL CONTROLLER

MATCO Limited's client, a Global Business Company (GBC) involved in safari ecotourism and tourist property development in Africa, is seeking to appoint a person based in Mauritius to fulfil the role of Group Financial Controller.

Purpose of the Role

The Group Financial Controller will run the bookkeeping and accounting practices of the GBC, whilst also providing oversight and line management in the finance function for two other legal entities forming part of the same group of companies which are located in Zambia and Malawi respectively. The Group Financial Controller will hold the final responsibility for local statutory, tax and regulatory compliance including ensuring the accuracy of financial information and controls for all three entities. The individual would provide leadership in the budget and rolling forecast exercise conducted in close partnership with the Executive Committee and senior finance colleagues to ensure a data-driven and robust approach is taken on a bi-annual basis. This position reports to the Group Financial Manager and Managing Director.

Core Accountabilities

- Manage the finance team to ensure accurate and timely maintenance of accounting records across African entities
- Working capital management driving quality and accuracy in accounts receivable and payable, the timely collection of balances, accuracy of accounts payable and ensuring capital management to allow the group to meet cash targets
- Ensure absolute reconciliation and balancing of inter-company finances with group partners; taking steps required to balance inter-company financials and maintain accurate records of transactions
- Process all types of accounting transactions, including purchase invoices and petty cash expenses, ensuring compliant invoices are obtained, bank transfers and payroll journal postings, with transactions being well documented and correctly allocated
- Payroll preparation and statutory filing with MRA
- Perform bank reconciliation, download bank statements and upload to Xero, on a weekly basis (minimum)
- Control and overview of bank payments
- Ensure robust application of controls and adherence to limits of authority and other financial policies and procedures
- Support the regional business and group finance on a variety of topics
- Ensure the smooth operation of the inventory of the business, including inventory purchasing and accurate recognition of cost of goods sold via the P&L
- Preparation and/or supervision of the monthly cash forecast, monitoring the cash outlook and accurately forecasting future cash movements

- Minimise risk through the maintenance of detailed balance sheet reconciliations to ensure all company assets and liabilities are correctly and fairly stated
- Develop and implement improvements to internal processes ensuring control, integrity and efficiency of accounting records
- Oversee all local and regional compliance documents such as tax filings and other financial matters such as VAT, PAYE, WHT, FBT, ITX filings amongst others
- Prepare for and lead the annual auditing in accordance with the group level timetable

Profile

- Degree holder in Finance and/or Accounting
- ACCA certification preferred
- More than five years of accounting experience, including a minimum of three years of experience in a supervisory and managerial role
- Advanced knowledge of Microsoft Office applications including excellent MS Excel skills
- Strong knowledge of financial ERP systems; experience of Xero is strongly desirable
- Working knowledge of the normal statutory accounts – PAYE/VAT/WHT as well as other indirect taxes
- Demonstrable track record of financial control in a global or multi-location company
- Analytical and problem-solving skill
- Resilience and creativity in addressing problems
- Strong communication skills in English
- Ability to travel overseas as and when required

Benefits

- Monthly basic salary: MUR 75,000 – MUR 100,000
- Insurance benefits
- Remote working

ABOUT MATCO

Established in 2005, MATCO Limited is a member of the VAM Group of Companies and is one of the leading independent management companies in the international financial services sector. Fully regulated by the Financial Services Commission in Mauritius, MATCO offers a plethora of services for Global Business Companies, Trusts and Funds, ensuring the added benefit of one-stop solutions to business management under one roof.

If you wish to apply, please send your motivation letter and CV
by email to hrclient@matcotrust.com

Deadline for submission: 5th February 2023