



## **JOB DESCRIPTION**

### **POSITION: FINANCE MANAGER – SI**

Reporting to the Group Chief Financial Officer and Country Manager - SI the position will play an active role in Overseeing financial department staff in day-to-day operations. Ensure manage the company's cash flow, negotiating payment terms with customers and suppliers, managing the ordering of equipment to match cash flow and operations, providing weekly reports re recoverable revenue, responsibility for purchasing .The position also has responsibility for our stock control system and responsibility for ensuring that stores operate efficiently.

The core function and scope of the Finance Manager- SI is to:

- Oversee all company accounts and investments
- Create monthly and annual reports to identify results, trends, and financial forecasts
- Manage cash flow by tracking transactions and regularly reviewing internal reports
- Supervise and manage financial department staff, including accountants and financial assistants
- Motivate and lead finance team members by clarifying roles and providing helpful feedback
- Suggest updates and improvements for accounting systems, including payroll and invoicing
- Ensure that all financial transactions are properly recorded, filed, and reported
- Establish and implement financial reporting systems to comply with government regulations and legislation
- Collaborate with auditing services to ensure proper compliance with all regulations
- Develop budgets and financial plans for the company based on research and data reports
- Review all financial plans and budgets regularly to look for cost reduction opportunities
- Examine all financial reports and data closely to check for discrepancies
- Create systems to prevent errors in data collection and calculations
- Report to the GCFO and Country Manager with timely and accurate financial information
- Assist the GCFO and Country Manager in presenting reports to senior executives, stakeholders, and board members.
- Manage and comply with government & regulatory reporting requirements and tax filings.

## **Selection Criteria**

### **Essential:**

- Bachelor's degree or master's degree in accounting, business, economics, finance, or a related field;
- 7-10 years of experience in a business or finance environment of which at least 3 years should be in a managerial position.
- Proven track record with demonstrable skill set.
- Ability to mentor, motivate, mitigate and foster team goals
- Excellent analytical, strong communication skills, problem solving and negotiation skills
- Strong leadership talent, interpersonal and organizational skills
- Good personal presentation
- Having high degree of self – motivation and ambition
- Capability to grow in a competitive environments

### **Desirable:**

- Have a valid driver's licence
- Experienced in working in a multicultural environment
- Ability to foster team oriented goals.

### **Benefits**

Competitive remuneration in line with experience and qualifications. All applications will be treated with the strictest confidence

Bmobile-Vodafone is an Equal Opportunity Employer. Please direct all applications to;  
Email address: [jobs@bmobile.com.sb](mailto:jobs@bmobile.com.sb)

### **Or**

Drop off your application at our Head Office, located Grand Plaza (Top floor

Addressed to:

Human Resources Manager  
Bmobile- Vodafone Solomon Islands Limited  
PO Box 2134  
Honiara Solomon Islands

**Label: Position Name**

Closing date for applications will be on *19 November 2018*

*Applications will be assessed as they are received. Only shortlisted applications will be contacted.*