

FINANCE MANAGER

FUNDAMENTAL PURPOSE

The Position has 3 primary responsibilities;

- Provide financial assistance and support during the project(s) implementation phase in the country; monitor CAPEX and operating expenses during the implementation phase and ensure compliance with local regulations, corporate guidelines and budgeted expenses.
- Is accountable for all financial, reporting, controlling and accounting aspects of the company. Supports the local GM by providing relevant information through high quality and timely reports, for the operation of roughly 60 people across the country and ensures compliance with local regulations and operating guidelines.
- Liaise with SICPA Group Headquarters to ensure consistency in financial reporting, budgeting and forecasting processes and specific project business model. Participate to overall tax optimisation.

KEY ACCOUNTABILITIES:

- Build, implement and run an effective finance function to ensure efficient daily support to the local organisation.
- Ensure "order to cash" and "procure to pay" processes are properly implemented and comply with local regulations.
- Guarantee and ensure implementation and follow-up of internal and external accounting standards, group policies and tax rules. Establish financial statements in line with standards (both statutory and management financial statements).
- In charge of all internal controlling aspects and integrity of business and financial processes.
- Monitor, review and assess financial performance. Analyse and explain monthly results and variance with budget. Propose and implement corrective actions aiming to achieve and exceed approved targets.
- Interact with customers, suppliers, external auditors, banks, tax authorities and various entities (chamber of commerce, associations)
- Operational contact and responsible for liaising towards auditors, external financial bodies such as court auditors, regulatory bodies, and any other relevant partners and authorities.
- Explore and evaluate options and implement initiatives to continually improve finance performance
- In charge of implementing, running and supervising customer invoicing as per customer contractual requirements, cash monitoring, cash collection and cash optimisation. Plan financing needs and liaise with SICPA Group HQ
- Ensure compliance with fiscal requirements. Propose relevant processes/actions for tax optimisation.
- Establish accurate budget, forecast, financial simulations and specific analyses and reports in consultation with the relevant executive team members and the GM. Coordinate locally with functional and cost center heads to establish a realistic budget and liaise with SICPA Group HQ.
- Responsible for timely collection of receivables and for payables
- Ensure timely and accurate, weekly monthly, quarterly and annual reporting to the GM and to SICPA Group HQ.
- Participate to negotiation with local equipment suppliers.
- Ensure information dissemination by providing the GM and if needed the others department high quality returns and reports timely..
- Format of financial fact sheets will be defined in accordance with the GM.
- The FM is in charge of implementing and maintaining a Score Card outlining the financial performance of the company

KNOWLEDGE AND SKILLS

Experienced finance manager with at least 5 years experience in finance and controlling within an international service / project based organisation.

Good interpersonal skills

High level of integrity and discretion

Performance oriented

Excellent analytical skills

Hands on, business awareness and customer oriented

Languages: Very good level of English on top of local language

Talent for problem solving

Good knowledge of the country tax system

Good communication skills

Good managerial skills

Big picture thinking capacity

Knowledge of an ERP (SAP) is a plus

JOIN US !

Our success comes from our highly skilled and talented employees

Respectful entrepreneurship and long-term vision are key for success

Our people contribute to a more secure world

Diversity at all levels of an organisation is a strength

We offer an exciting and challenging role, with great potential for personal development within a unique organization in a fascinating and fast-growing industry. Your file will be handled with utmost confidentiality and discretion.