

# VACANCY

**Position:** MANAGER: CORPORATE FINANCE (*One position*)  
**Grade:** D4  
**Location:** Head Office, Windhoek

**Reporting directly to the Chief Financial Officer, the incumbent will assume overall responsibility for all company financial planning, coordination, controls and reporting.**

## Key Performance Areas:

- Responsible for company financial planning, coordination, controls, and reporting.
- Plan, coordinates and manage annual external audits process.
- Treasury Management: Oversee all cash management functions.
- Oversee and manages NHE long- and short-term insurance portfolio and administration.
- Tax Compliance and planning as well as VAT Administration of the NHE.
- Overall planning, coordination, preparation, and implementation of Corporate Annual Budget for EXCO and board approval.
- Prepares monthly Management Account for MANCO, EXCO and Board.
- Compiles Annual Financial Statements for audits.
- Ensure compliance with accounting policies.
- Future financial planning and forecasts.
- Lead and manage the corporate finance team.

## Competencies required:

### Knowledge:

- Strong and up-to-date knowledge of IFRS, Tax, Companies Act and other applicable standards and legislation.
- Strong systems experience - Advanced Excel, Accpac, Sage, Acumatica would be an advantage.
- Relevant regulatory knowledge

## Skills and Behavioural Competencies:

- Strategic thinking, and planning
- Influencing skills.
- Managerial experience.
- Excellent analytical skills.
- Conflict management.
- Report writing skills.
- Excellent verbal communication skills in English.
- Sound business acumen.

## Education and Experience Requirements:

- B.Com. degree majoring in accounting (Postgraduate will be an advantage)
- Completed Articles with recognised audit firm.
- 8 years of financial accounting and financial management (preferably in the financial service industry) experience of which 3 years must have been in a management position.
- Knowledge of relevant software and system knowledge

Applicants should be Namibian citizens.

NHE is an equal opportunity employer and offers a competitive remuneration and benefits packages. People with disabilities meeting requirements are encouraged to apply.

Only shortlisted candidate will be contacted, and no documents will be returned.

Applications should be addressed and or hand delivered to:

The Chief Executive Officer  
**Attention: The Executive Human Resources & Strategy**  
**NHE Head Office**  
**7. Gen. Murtala Muhammed Ave.**  
**PO Box 20192, Eros, Windhoek**

Or emailed to: [recruitment@nhe.com.na](mailto:recruitment@nhe.com.na)

**CLOSING DATE: 24 February 2023**