

# VACANCY

**Position:** LOAN ACCOUNTANT (*x1 position*)  
**Job Grade:** C4  
**Location:** West Branch Office, Walvis Bay.

The incumbent will report directly to the Regional Manager, he/she will be responsible for implementation of financial controls and processes at a regional level and oversees all aspects of financial accounting with respect to loan administration.

## Key Performance Areas:

- Develops and implements financial control and accounting systems at a regional level.
- Provide a linkage between regional office and Head Office's finance department on matters of financial accounting and reconciliation.
- Maintains financial record.
- General ledger reconciliation.
- Administers housing loan approval process:
- Supervises cashiers and ensures safe custody, banking and accounting for revenues received.

## Competencies required:

### Knowledge:

- Knowledge of accounting and GAAP.
- Computer literacy (advanced user of Excel).
- Knowledge of relevant NHE policies.
- Skilled in an account package

## Skills and Behavioural Competencies

- Financial skills,
- Knowledge of GAAP; Loans-Plus accounting software,

- Ability to assess and identify customer needs.
- Ability to solve complex problems and enquiries.
- Be able to take own initiative.
- Good inter-personal skills.
- Be able to supervise staff.

## Minimum Education and Experience Requirements:

- B/degree in Accounting/Finance.
- 4 years' experience in loan accounting / credit management.

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 to:

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

Only applications submitted via NHE recruitment e-mail ([recruitment@nhe.com.na](mailto:recruitment@nhe.com.na)) will be accepted.

**CLOSING DATE: 13 NOVEMBER 2023**