



## **JOB DESCRIPTION – SENIOR MANAGEMENT ACCOUNTANT**

**POSITION:** Senior Management Accountant  
**DEPARTMENT:** Finance  
**REPORTS TO:** Accounting and Reporting Manager  
**LEVEL:** Senior  
**LOCATION:** Juba  
**DATE OF ADVERT:** 2/May/2025  
**CLOSING DATE:** 22/May/2025



### **ABOUT INKOMOKO**

Inkomoko supports entrepreneurs to grow their businesses in order to improve livelihoods, create jobs, and help communities thrive.

Founded in 2012, Inkomoko has worked with more than 60,000 entrepreneurs across East and Central Africa, including thousands of refugee entrepreneurs. Inkomoko provides a combination of training, consulting, access to finance, and market-level systems change. We are the largest lender to refugee entrepreneurs in Africa.

Inkomoko has 650+ staff in 40 offices across Chad, Ethiopia, Kenya, Rwanda, and South Sudan. Through Inkomoko's 2030 strategic plan, we are adding 3 additional countries to serve more than 550,000 entrepreneurs and growing our \$30M loan fund to impact 7M lives.

### **INKOMOKO VALUES**

All staff at Inkomoko are connected to a shared set of organizational values:

- **Purpose:** be solutions-oriented and produce high-quality work in pursuit of our mission.
- **Achievement:** push yourself to reach beyond what you think is possible.
- **Improvement:** committed to continuous learning and growing through open feedback.
- **Bravery:** willing to take risks, speak up, create a safe space for others, be inclusive.
- **Turikumwe/Tuko Pamoja/ Abren Nen/Kulana sawa ("We are together"):** appreciate your colleagues, celebrate success, and support each other in hard times.

### **ABOUT THE OPPORTUNITY & RESPONSIBILITIES**

We are seeking a detail-oriented and experienced Senior Management Accountant to join our finance team. This individual will be responsible for overseeing financial planning, reporting, analysis, and strategic decision support.

The Senior Management Accountant will work closely with the Accounting & Reporting Manager to ensure accurate financial data, provide insights for business decisions, and contribute to the enhancement of finance systems and processes.

- **Financial Oversight:**
  - Conduct a thorough review of company trial balances for mis-postings, unposted transactions, or other errors, working closely with Country Finance Managers to resolve them.



- Review and reconcile intercompany ledger accounts, ensuring all entries are adequately supported, and coordinate settlements with the Treasury Team.
- Monitor month-on-month consistency of account balances and transaction classes.
- Tie all opening balances to audited financial statements.
- **Reporting & Analysis:**
  - Perform month-end and year-end account reconciliations, aligning internal records with third-party supporting documents.
  - Prepare and present financial reports, including cost estimates, liquidity reports, partner accountability reports, and budget vs. actual variance analysis.
  - Analyse country costs and provide insights to support operational decision-making.
  - Advise on the financial implications of business decisions and develop actionable recommendations.
- **Systems & Process Improvement:**
  - Develop and oversee financial systems, procedures, and identify opportunities for improvement.
  - Enhance ERP governance, documentation, and chart of accounts management.
  - Maintain data integrity and system functionality in collaboration with the IT team.
  - Oversee data migration and the implementation of a new ERP system.
  - Clean up and manage data within the Loan Management System.
  - Continuously improve financial processes for more efficient and accurate reporting.
- **Compliance & Risk Management:**
  - Analyse and manage business risks, including non-compliance costs, ensuring cases are followed up and corrected promptly.
- **General Duties:**
  - Undertake additional responsibilities as assigned by management.



### **WHO WE ARE LOOKING FOR**

- A degree in Commerce, Finance, Economics
- At least 7 years of experience in a busy accounting environment, with Big 4 accounting/auditing experience as an added advantage.
- Strong knowledge of financial systems
- Proven experience in preparing reports and dashboards for senior management.
- Demonstrated experience in automating financial processes.
- Proficiency in data management tools, including Power BI and other financial reporting tools.
- Familiarity with accounting standards and a deep understanding of ERP systems such as Odoo, SAP, or Oracle.
- Project management experience is a plus.
- Technology-savvy with a proven ability to work with financial models and system implementation.

### **In Addition:**

- Excellent in writing and communication skills
- Agile, self-motivated, and with ambitions to grow and exceed expectations



- Well organized and good in time management
- Attention to detail
- Problem solving skills
- Team player with excellent interpersonal skills
- Excellent numerical skills

### **WHAT YOU'LL GET**

This role is a tremendous opportunity to work in a high-growth, mission-driven organization. Our compensation includes both a great culture and a competitive market-based package, including:

- Incredible company culture, including deep investment in your learning and growth, and a commitment to inclusion and diversity
- Opportunity to work with a talented, passionate, and committed team of professionals across the region
- Ability to make a significant social impact and contribute to economic growth
- Competitive salary, and potential KPI-based bonus
- Favorable policies like health insurance, staff savings program, parental leave, sabbatical program, and more.

### **TO APPLY**

If you're excited about this opportunity, please submit your application through our **careers page or deliver it to our office at APTECH Africa Building, 5th Floor, Hai Malakal, by May 22<sup>nd</sup>, 2025**. Be sure to clearly indicate the position you are applying for.

Tell us about what you'll bring to this growing company.

Inkomoko is committed to justice, diversity, equity and inclusion. **As we seek to reflect the communities we serve, refugees and women are strongly encouraged to apply.** As a company we have policies that ensure fair treatment in the application process.

NB: Only shortlisted candidates will be contacted. Employment is conditional upon successful background checks and other verification as needed.

*All offers of employment will be subject to satisfactory references and background screening checks. Inkomoko also participates in the [Inter Agency Misconduct Disclosure Scheme](#). In line with this Scheme, we will request information from job applicants' previous employers about any findings of sexual misconduct, fraud, or abuse. By applying, the job applicant confirms his/her understanding of these recruitment procedures."*

