



Vacancy Announcement – Senior Internal Controller - BILINGUAL

Position Description

Position title:	Senior Internal Controller
Reporting:	The Senior Internal Controller reports directly to the Group Chief Internal Controller – CIC.
<p>The African Guarantee Fund for Small and Medium- sized Enterprises (AGF) is incorporated and licensed in Mauritius as a limited liability company and has its offices of operations in Nairobi, Kenya and Lomé, Togo. AGF partners with financial institutions to ease access to finance for Small and Medium-sized Enterprises (SMEs).</p> <p>AGF contributes to the promotion of economic development, vital for prosperity, stability and poverty reduction in Africa through two lines of interventions:</p> <ol style="list-style-type: none"> a) Provision of a mix of financial guarantees and other products which reduce the risks supported by financial institutions when lending to SMEs that have insufficient collateral. These guarantees contribute to reduce the inability of SMEs to provide acceptable guarantees required by financial institutions prior to lending. b) Support for capacity development of the client financial institutions to enhance their capacity to appropriately assess loan requests from SMEs and to mitigate risks associated with the guarantee. <p>AGF operates according to market principles and is a commercially viable venture with its products being utilized in 39 countries in Africa, and it’s gradually expanding with an aim of covering the entire Africa by 2021. The African Development Bank(AfDB) together with the governments of Denmark (through DANIDA) and Spain (through AECID), are the founding shareholders of AGF. Other Shareholders include: Agence Française de Développement (AFD), Nordic Development Fund (NDF), Investment Fund for Developing Countries (IFU) and KfW Development Bank.</p> <p><i>AGF Group is rated with a stable credit rating of AA- by Fitch Rating International</i></p>	
<p>Position Summary</p> <p>The Senior Internal Controller (SIC) is responsible for the following</p> <ul style="list-style-type: none"> • Support the finance and operations departments and influence the culture of Internal Control throughout the organization • Evaluate systems and business processes to identify areas of opportunities to enhance efficiencies and improvements, while maintaining the internal control framework • Develop, implement and monitor and maintain compliance of internal control policies and procedures 	

- Lead audits in accordance with the audit plan. Follow the action plans in conjunction with the business functions and provide status reporting to senior management. Drive the action plans to improve the level of controls and mitigate risks
- Lead cross functional projects to improve the level of internal control and risk management, support the defining and implementation of policies and procedures across the business
- Complete the annual evaluation of Key Internal Controls and Top Risks within the company and report out to AGF senior management
- Conduct field audits to identify areas of non-compliance with policy and implement remediation processes
- Monitor changes in business, process and systems and provide guidance and recommendations to internal key stakeholders

Major Duties and Responsibilities

Internal Audit-Compliance-Consulting- Reporting

- Perform management testing of the effectiveness of internal controls over financial reporting, business processes and effectively document conclusions reached;
- Conduct interviews and document processes and controls;
- Identify areas of risk that should be communicated to the Group CIC;
- She/he will be responsible for further developing, implementing, and regularly updating the AGF's Internal Control and Compliance Policies and Procedures;
- Evaluate identified control gaps and communicate associated risks and recommendations;
- Consistent exercise of independent judgement and discretion; Collect and analyze data electronically utilizing accounting systems and other software;
- Pro-actively pursues additional industry and business knowledge through training and certifications;
- Be knowledgeable about the business, including policies and standards that impact AGF Five years plan goals.
- The incumbent will also support the Group CIC to resolve critical issues related to above processes.

In addition to the above duties, the Senior Internal Controller may be required to perform other related or unrelated duties based on the company's needs.

Qualifications, knowledge, skills & Experience Required

Experience

- Master's degree in Accounting or Finance is required;
- Experience in reporting to financial institutions regulators.
- Deep knowledge of region and global trends in the financial markets as well as an understanding of the key macroeconomic drivers;
- Deep knowledge of regulatory requirements of banking sector including BCEAO requirements
- Good accounting knowledge including IFRS GAAP and SYSCOHADA;
- At least 7 years of relevant, progressively responsible experience, with a proven track record within the audit/financial sector - 'Big Four' internal audit preferred;
- **Bilingual – fluent in English and French is a MUST**
- CPA or CIA;

- Experience in a busy financial services and generally banking environments;
- Experience managing and leading teams.
- Strong oral and written communication skills
- Desirable knowledge of guarantee system
- Strong knowledge of strategies, approaches and tools in capacity development;
- Have a good understanding of financial institutions' approaches to SME lending, risk mitigation strategies, loan appraisal criteria etc.;
- Demonstrated ability to compile and report results of management activities

Knowledge

- Good knowledge of risk metrics analysis and reporting, operational and financial risk and controls and governance and oversight frameworks;
- Good knowledge and understanding of the business unit's key products and services, processes and controls,
- risk and regulatory requirements;
- Solid knowledge of Bank departmental systems and applications would be considered an asset;
- Good knowledge of process and/or project management would be considered an asset;
- Strong knowledge of Microsoft Office products (i.e. Excel, Word, Access, PowerPoint, Vision) and SharePoint.

Skills

- Advanced problem solving, critical thinking, and analytical skills;
- Good operational risk management skills;
- Strong prioritization skills;
- Advanced interpersonal and relationship management skills;
- Advanced presentation and communication skills;
- Ability to manage multiple competing priorities;
- Strong negotiation and conflict resolution skills;
- Demonstrated ability to work in an evolving environment;
- Ability to learn quickly / develop the necessary skills;
- Team player with strong interpersonal and leadership skills
- Must have strong analytical and coaching skills;
- Excellent project management and consulting skills;
- Excellent IT skills;

Additional eligibility competences and desired Characteristics

- Strong business process analysis required;
- Attentiveness to detail;
- Excellent communication skills – written and verbal;
- Ability to use spreadsheets and accounting software;
- Willingness and ability to travel.
- Self-driven individual with a passion and flair for helping SMEs succeed;
- Ability to work in a professionally and culturally diverse setting;
- Willingness to travel and work under minimum supervision

Eligibility

The position is open to bilingual candidates of any country

Applications

Applicants should apply by email by attaching a cover letter summarizing their relevance to this position and a detailed Curriculum Vitae sent as one document to:

recruitment@africanguaranteefund.com.

“Application for Senior Internal Controller - AGF” should be clearly marked on the subject line of the email message.

Applications will be considered until 25th July 2019 or until the position is filled.

Only short-listed applicants meeting the above requirements will be contacted.

We invite you to learn more about us at:

www.africanguaranteefund.com