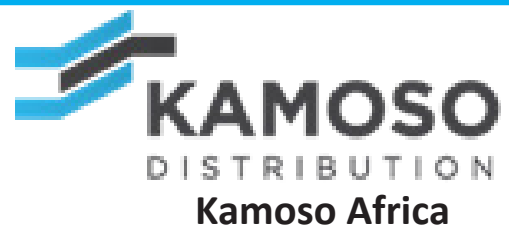


# RE-ADVERTISEMENT



**Role / Title:** Chief Financial Officer / Finance Director

## **Company and Situation Background:**

Kamoso Africa (Kamoso) is a diversified consumer facing retailer and manufacturer/distributor, operating primarily in Botswana. It consists of eight businesses: a building products retailer; chain of liquor stores; a supplier of food and FMCG products; supplier of refrigeration and catering equipment; a distributor of medical products; a bottler of drinking water; a manufacturer of tissues; and a miller of grains.

## **Specific Responsibilities / Initiatives:**

### 1. Accounting and operations:

- Supporting the Group Chief Executive Officer in managing/reviewing all accounting operations including Billing, Accounts Receivable, Accounts Payable, updating the General Ledger, Cost Accounting, Inventory Accounting, Payroll and Revenue Recognition
- Working closely with the general managers of the various business units to develop detailed financial forecasts
- Quality control over financial transactions and financial reporting
- Supporting month-end and year-end close process
- Developing and documenting business processes and accounting policies to maintain and strengthen internal controls
- Performance of special projects and tasks as required
- Prepare detailed working capital analysis showing excess/shortfall in working capital levels by business unit
- Document and maintain complete and accurate supporting information for all financial transactions
- Manage the implementation/harmonization of financial systems across business units (Sage, etc.)

### 2. Cash management / treasury

- Oversight and management / audit of cash management and treasury activities
- Cash flow forecasting – monthly rolling updates and tracking
- Providing experience in assessing and considering key strategic areas of finance (e.g. debt funding strategy/evaluation of potential M&A targets)
- Leveraging the existing finance team to accelerate key projects and implement / enhance key processes – e.g. cash flow management and forecasting, scenario planning – by providing project management expertise and guidance

### 3. Reporting and audit process:

- Preparing and publishing timely monthly management accounts
- Variance analysis, KPI development tracking and reporting
- Oversee and manage the preparation of annual audited financial statements

### 4. Working capital management strategy, operational and cash flow forecasting:

- Review the company's existing working capital levels and identify opportunities to optimize
- Create a detailed analysis of receivables to determine accuracy / recoverability. Prepare a recommendation on how to manage receivables going forward
- Analyze inventory to determine rate of stock turn, and appropriateness of inventory holdings across the various business units
- Review and implement recommendations on monthly and long-term cash flow forecasting process, and cash management processes
- Review forecast business plans / key assumptions and scenario testing on cash flow requirements

### 5. Regulatory and tax:

- Researching technical accounting issues for compliance with the respective accounting and taxation frameworks applicable to Kamoso Africa
- Managing and complying with reporting requirements and tax filings
- Keeping abreast of changes in financial regulations and legislation and compliance thereof
- Develop and implement policies and procedures to ensure

that personnel and financial information is secure and stored in compliance with current legislation

### 6. Refining the KPI tracking, target setting and budgeting, management reporting and Board reporting

- Review of data integrity, quality of systems and information available in the different business units
- Assessment and review of key KPIs in the business – operational, financial, cash collection etc – and target setting (and how these could be linked back to individuals / departments for performance tracking)
- Provide recommendations on improvements of finance systems, processes, budgeting process
- Input / enhancement of monthly / regular management reporting metrics and outputs
- Board pack review / design – using external best practice and experience
- Prepare a report detailing which businesses are performing vs. underperforming (including underlying reasons and potential remedies)
- Develop / provide input into development of Group level KPIs, enhanced management reporting and Board level reporting materials

### 7. Cost optimization – areas of opportunity and project management:

- Assessing commercial opportunities (terms offered for third party sales; opportunities for international expansion)
- Assist management in developing a robust approach to the appraisal of potential capital investments – including return metrics, funding approaches/costs
- Identifying / capturing potential cost optimization opportunities
- Developing with management a thematic approach to cost reduction within existing operations
- Review buying and procurement policies
- Provide an independent, expert view on cost reduction opportunities and other optimization potential

## **Attributes for the role:**

The ideal candidate will possess the following:

- A proven track record in large-sized organisation(s), including hands-on financial control and processes experience in a CFO / Finance Director capacity
- Exco/Board level reporting experience, shareholder engagement and ideally private-equity backed experience
- Experience in working with senior management teams
- Excellent communication skills, empathy with management, and ability to balance building productive relationships with management, and with PE shareholders
- Must be prepared to meet opposition and resistance to ideas, and will keep pressure on others to meet deadlines in an environment which could have variety and interruption
- Prior internal systems development/implementation experience a significant plus
- Excellent communication and report writing skills:

**Please send your applications to;**

**Human Resources Manager, Kamoso Africa  
Po Box 60343 G. West, Gaborone, Botswana  
Tel-3930311**

**Closing date; 26 November 2017**