



POSITION: TAX MANAGER

DEPARTMENT: FINANCE & STRATEGY

REPORTS TO: HEAD OF GROUP TAX

JOB PURPOSE STATEMENT

The main purpose of the role is to be responsible for the direct delivery of efficient and effective, tax planning and management functions through continuous engagement with revenue authorities and anticipation of changes in tax environment.

The role holder will be expected to proactively manage and minimize inherent tax risk within the bank and its subsidiaries.

KEY RESPONSIBILITIES

- To manage Bank Tax Revenue Authorities reporting processes in country and quality control of other countries in liaison with respective heads of finance.
- To ensure quality of maintenance of group entities general ledgers in line with applicable tax laws and procedures.
- To ensure accurate identification, management, measurement, control and minimization of exposure to and impact of taxation risks inherent in the Group companies.

COMPETENCIES

- In depth understanding of tax laws and procedures within the East African region.
- In depth understanding of International Financial Reporting Standards to support tax accounting for various bank products.
- Planning and organising skills for effective planning and scheduling of own tasks to meet business requirements.
- Knowledge and effective application of all relevant banking policies, processes, procedures and guidelines to consistently achieve required compliance standards or benchmarks.
- Interpersonal skills to enable development of open communication, teamwork and trust that are needed to support performance and customer-service oriented culture.

QUALIFICATION AND EXPERIENCE REQUIREMENT

- A University degree in business related studies or equivalent – 2nd Class Upper Division or 3.0 GPA.
- Tax experience of 3 to 5 years
- CPA, ACCA, CIMA or equivalent professional qualification.
- Strong accounting and analytical skills.
- Knowledge of financial products and regional exposure would be an added advantage.