



WE ARE HIRING

Director of Finance & Business Development Finance Section

MAIN RESPONSIBILITIES:

The Director of Finance & Business Development will have a pivotal role in the structure of UniSey with the following key responsibilities;

- Provide strategic recommendation drawn from research; market trends; identification of new business opportunities to expand UniSey's brand presence and contributes to the financial strategy of the University through the development of internal control policies and procedures within the institution.
- Have full oversight of the financial operations, including the preparation and control of the annual budget, documentation of all receipts and payments, assets and liabilities and safe custody of security documents; that the accounting records are appropriately kept and that reported results comply with the accounting standards and relevant legislation.

QUALIFICATIONS AND EXPERIENCE:

- A Master's degree in accounting, business, economics, finance, or a related field; ACCA member.
- Five years of experience in a business or finance environment; management experience.
- Be knowledgeable and had a very good understanding of local and international financial regulations.
- Be proficient in analysing, interpreting financial data, preparing financial reports, statements and/or projections.
- Have knowledge of procurement and funds management principles, methods, and techniques.

Deadline for receipt of application: **31st May 2024**

Interested candidates are requested to visit our website
<https://unisey.ac.sc/jobs/> for the complete Job Description.

Any inquiries and submission of the following documents, should be directed to the Director of Human Resource & Administration, Ms. Patricia Rosette on dhrtm@unisey.ac.sc or hrtm@unisey.ac.sc

Cover Letter | Copies of academic certificates
Curriculum Vitae | Two recent references



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