



Sugar Investment Trust

Ground Floor, NG Tower, Cybercity, Ebene,
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CAREER OPPORTUNITY

Accountant (Reference: SIT/ACC/2024)

The **Sugar Investment Trust (SIT)** is a dynamic and fast-growing organisation that has rapidly evolved from a company with activities essentially in the sugar sector to an autonomous establishment with a strong and well diversified portfolio of activities, including leisure activities, renewable energy and a proven track record especially in the property development sector. Our focus is on providing quality service and achieving client satisfaction.

Applications are invited from high calibre professionals, enthusiastic, talented and dynamic for the post of Accountant.

A. GENERAL DESCRIPTION

The Accountant will report to the Chief Finance Officer and will be responsible for the preparation of monthly management accounts, budgets, financial statements and monitoring the day to day running of the finance department and will be responsible for statutory obligations in respect of VAT return, PAYE and other related obligations, for entities falling under the SIT Group which shall be assigned to the incumbent.

B. QUALIFICATIONS

By selection from among candidates who possess a pass at the final examination required for admission to membership of one of the following bodies: -

- (a) The Institute of Chartered Accountants of England and Wales;
- (b) The Institute of Chartered Accountants of Scotland;
- (c) The Institute of Chartered Accountants of Ireland;
- (d) The Association of Chartered Certified Accountants;
- (e) The Institute of Cost and Management Accountants;
- (f) The Chartered Institute of Public Finance and Accountancy.

OR

- (g) An equivalent accountancy qualification acceptable to the Sugar Investment Trust.

C. CANDIDATE PROFILE

- (i) reckon at least three (3) years' post qualification experience in the field of finance or accounting or auditing;
- (ii) be computer literate;
- (iii) possess good analytical and communication skills;
- (iv) have the ability to work in a team; and
- (v) have a high sense of personal credibility and integrity.

D. REMUNERATION

An attractive salary package which will be commensurate with qualifications and experiences.

E. JOB SPECIFICATION

1. Day to day management, supervision and running of the accounting and finance departments for the SIT entities assigned to the incumbent;
2. Ensure the financial monitoring, management and internal control of the operating cluster for the SIT entities assigned to the incumbent;
3. Ensure that management accounts are properly prepared and submitted on time (monthly, quarterly and yearly);
4. Ensure that sound budgetary system is in place and identify cost saving opportunities and make recommendations thereon;
5. Assist in the design and setting up of proper internal control procedures;
6. Ensure compliances with internal control procedures at all levels;
7. Prepare and verify cheques prior to sending to authorized signatories;
8. Ensure adherence to statutory requirements (e.g with respect to PAYE, NPS, relevant pension funds, amongst others);
9. Monitor and prepare payment of dividends, profits to shareholders;
10. Visit the banks for cash takings and other bank transactions;
11. Submit all transactions, records, etc, for audit purposes;
12. Prepare calculations of IAS for consolidation purposes;
13. Assist the Chief Finance Officer in budget and cash flow preparation;
14. Assist the Chief Finance Officer in the preparation of new business plans;
15. Maintaining appropriate records of Revenue or Expenditure and any other records and ledgers in the accounting system of the Group;
16. Producing for information and early warning periodical reports and any other financial matters in regard to Revenue or Expenditure currently engaging attention;
17. Ensuring prompt and safe collection of revenue or discharge of liabilities of the SIT;
18. Supervising, controlling and reporting on the personnel of the Finance Department;
19. Any other duties as may be assigned by CEO or by the Board of Directors.

F. MODE OF APPLICATION

Candidates should send their applications duly accompanied by photocopies of their certificates/references, curriculum vitae by registered post not later than **Tuesday 11th June 2024 by 16:30hrs** to the Team Leader – HR / Admin, Sugar Investment Trust, Ground Floor, NG Tower, Ebène, 72201.

Envelopes should be clearly marked with the respective post applied on the top left corner.

Notes:

- Candidates may be requested to submit a Certificate of Character;
- Salary in respect of the above-mentioned posts will be negotiable;
- Late applications and applications sent by email will not be considered;
- Only the best candidates will be called for an interview; and
- SIT reserves the right not to make any appointment following this advertisement.

Date: 10th May 2024