



SENIOR FINANCE OFFICER

KEY FUNCTIONS AND RESPONSIBILITIES

- Prepare and analyse the Income Statement, Balance Sheet and Cash Flow on a monthly basis.
- Assist with the preparation, administration and monitoring of the annual budget.
- Manage the SRLF's customers' deposits, ensuring funds are invested to provide a satisfactory return while minimizing risk.
- Forecasting cash flow and managing liquidity to meet operational needs.
- Develop and implement investment strategies to manage risk effectively and recommend appropriate investment instruments.
- Act as secretary and provide administrative support to the SRLF's employees Pension Trustees.
- Assist with ensuring the accuracy of information within the Loan Management System.
- Provide support with debt financing, managing the debt portfolio and ensuring compliance with debt agreements.
- Develop and maintain effective financial management controls to ensure that potential risk to the financial integrity is mitigated.
- Adherence to financial regulations and reporting requirements.

QUALIFICATIONS AND EXPERIENCE

- A bachelor's degree in Accounting, Finance or related subject. A recognized accounting designation (ACCA, CGA, CPA, etc.) with a minimum of four (4) years relevant experience.

CORE COMPETENCIES

- Highly proficient in the use of Microsoft Office especially Excel.
- Excellent analytical and problem-solving skills.
- Demonstrate good time-management skills.
- Attention to detail.
- Highly self-motivated.
- Ability to work speedily and accurately under pressure.
- Deadline and results driven.
- Ability to work with minimal supervision.
- Excellent oral and written communication skills.

SALARY

A competitive salary commensurate with the successful applicant's qualifications and experience will be offered.

APPLY
NOW!

JOB SUMMARY

The Senior Finance Officer role involves managing financial records, preparing financial statements and ensuring compliance. The incumbent will play a pivotal role in cash management, forecasting and assisting with the management of the investment portfolio.

KNOWLEDGE

- Public Finance Management Act (2019)
- International Financial Reporting Standards (IFRS)
- Procurement Act
- Employment Rights Act
- Accounting principles, practices and procedures
- ACCPAC and Micropay

APPLICATIONS SHOULD INCLUDE THE NAME AND CONTACT INFORMATION OF THREE REFERENCES AND SHOULD BE SUBMITTED NO LATER THAN JULY 6, 2025.

Contact

-  **The Assistant Manager,
Employee & Customer
Engagement**
-  **The Student Revolving
Loan Fund**
-  **Elsie Payne Complex,
Constitution Road, St. Michael**
-  **careers@srlfloan.edu.bb**
-  **www.srlfloan.edu.bb**

**ONLY APPLICANTS SELECTED FOR AN
INTERVIEW WILL BE CONTACTED**