

## **FINANCE MANAGER**

Neukleos is not your typical agency. We are a full service digital agency who love and produce brilliant digital work. Design thinking is at the heart of our agency which simply means we utilize design principles to solve problems. Our fun culture, interesting team and passion for great work make us a great place to be every day.

We are looking to hire an experienced Finance Manager with audit or tax experience who embraces technology easily and is confident using basic presentation and analytical software to join our existing top-notch team. If you're excited to be part of a winning team, Neukleos is an excellent company for you. Make your next career move with us.

### **SKILLS/QUALIFICATION REQUIRED**

- Bachelor's degree in Finance or Accounting; ACA or ACCA is required.
- 5-8 years of experience in accounting and/or audit/tax in a reputable firm
- Ability to synthesize large quantities of complex data into actionable information
- Ability to work and effectively communicate with senior-level business partners
- Excellent business judgment, analytical, and decision-making skills
- Knowledge of financial reporting and accounting software such as Zoho books etc
- Strong demonstrated use of Excel, Word, and PowerPoint

### **RESPONSIBILITIES**

- Monitor the day-to-day financial operations within the company (payroll, invoicing, and other transactions)
- Prepare monthly and quarterly management reporting in line with IFRS provisions
- Participate in strategic data analysis, research, and modeling for senior company leadership
- Manage the company's financial accounting, monitoring, and reporting

systems

- Advise on investment activities and provide strategies that the company should take
- Able to manage, guide and lead employees to ensure appropriate financial processes are followed
- Ensure compliance with accounting policies and regulatory requirements
- Attend to external auditors during annual audit and providing answers to queries
- Ensure full tax compliance across all statutory taxes including pensions
- Manage company treasury and ensure adequate cash flow

If you are interested and meet the requirements, kindly send a copy of your CV to [nkit.recruitment@gmail.com](mailto:nkit.recruitment@gmail.com) on or before the **15th of September 2021**.