



Nauru Utilities Corporation would like to invite applications to the following vacancy:

Corporate Financial Controller (1 Position)

Corporate Division

Background

Location: Nauru

The Nauru Utilities Corporation, a State-Owned Enterprise, delivers electricity and water services to the people of Nauru. NUC manages and is responsible for the generation and distribution of electricity as well as the production, storage and delivery of water services to the people of Nauru.

Description

The role – **Corporate Financial Controller**-will be primarily responsible for theoretical financial solutions and oversight of NUC financial accounts, create financial forecasts, financial plans and budgeting, provide reports on monthly and yearly trends, support the CEO with board members and senior stakeholder meetings. The Financial Controller ensures compliance with client procedures, documented systems of accounts procedures, policies and standards. The Financial Controller will work closely with accounts staff performing operations of the Finance department including the design of the department structure adequate for achieving the department's goals and objectives.

Work will require performing administration of local government reporting requirements and tax filings, provide financial analyses as needed, in particular for capital investments, pricing decisions and contract negotiations, maintain systems of controls over accounting operations.

The key responsibilities of the role include the following:

- Prepare and timely submit financial reports.
- Analyse financial data and provide recommendations of improvement in areas deemed necessary for the benefit of the NUC Financial Operations.
- Monitoring internal controls ensuring transparent finance results.
- Overseeing and preparing financial statements, expenditure and losses.
- Fully participate in budgeting processes and forecasts.
- Managing financial transactions, procedures and policies.
- Streamlining accounting functions and operations.
- Developing plans for financial growth and profits
- Evaluating and managing finance risk.
- Coordinating audit processes through provision of information to external auditors.
- Co-operate fully to any reasonable duties and responsibilities considered appropriate by NUC Management.

Key Selection Criteria

1. Qualifications

- Bachelor's Degree in Accounting or Business Administration.



2. Technical expertise

- Must have at least 5 years or more experience as a Financial Controller. Preference for a membership in a recognised Accounting Body.
- Sound knowledge and demonstrated capacity in the Financial Management Systems and strategies.
- Experienced in dealing with finance, accounting, production, marketing, personnel and operations to ensure that business are running with appropriate internal controls.

3. Language Skills

- Good communication skills in English.

4. Interpersonal skills

- Strong organisational skills, a focus on delivery and achieving outcomes, collaborative work style, and customer focus.
- A team player, with the ability to lead by example a group of Accounts Staff, Customer Service and billing Clerks to successfully complete necessary task.
- Motivating, developing and directing the Strategic Business Units with skilled staff.
- Ability to solve complex problems.
- Succession planning

The candidate will be highly skilled in Financial Management, possess strong organizational and management skills, ability to see the big picture while focusing on the process and procedures necessary to produce deliverables, meticulous attention to detail and accuracy in work product, working knowledge of excel and accounting software.

Salary & terms

Remuneration – The **Corporate Financial Controller** appointment will negotiate an attractive package with the most suitable and successful applicant. An offer of appointment for an initial commencement will be based on due consideration given to experience and qualifications. This is a two year contract position established at the NUC Head Office, Aiwo District.

Application Procedure

Closing date: 30th October 2020-4pm Nauru time

For your application to be considered, you must provide us with:

- An updated resume with contact details of three professional referees
- A cover letter detailing your skills and experience relative to the key selection criteria, and interest in this position.
- A most recent phone/email contact

Application should be addressed to;

The Human Resource Manager, Nauru Utilities Corporation, Aiwo District, Nauru

Shortlisted applicants for an interview will be notified.

For further information including Position Description, please contact: vacancy@nuc.com.nr