

## Accountant

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Company: Fuzu

Location: Kampala

Category: business-and-financial-operations

### Job Summary

Contract Type:

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As part of the finance team, the accountant is responsible for ensuring that the transaction postings in the finance system as per the GAAP, bank and mobile money are performed on time and monthly budget variance reports are prepared according to approved advance requests

### Requirements

- Bachelor's degree in business, Accounting, Management, or another relevant field. With bachelor's degree in business Management, Accounting and Finance, Commerce.

- Professional qualification in CPA, or ACCA is required.

**3-4 years (minimum) of accounting experience for a USAID funded organization.**

- Previous experience in managing US government-funds.

- Familiarity with USAID regulations preferred.

- Proven skills in accounting skills.

- Computer literacy and knowledge of accounting software systems (e.g. Sun Systems)

- Strong team player with proven communication and collaborative skills.

- Possess strong accuracy, attention to details and ability to follow-through.

- Highly organized with ability to meet deadlines, troubleshoot and problem solve.

### Responsibilities

- Support in the preparation/ development of field monthly financial reports which includes

system postings, bank reconciliations, journal entries preparation, personal advances, balance reports, grand summary sheets, supporting payment vouchers, petty cash journal and summarized expenditure etc. Ensure expenses are in accordance with U.S. government regulations (expenses are reasonable, allowable, and allocable), and MJAP policies and procedures.

- Provide financial technical assistance, budget monitoring.
- Participate in organizational budget development and financial reporting to relevant stakeholders.
- Be responsible for managing decision support system for top management to take key initiatives to improve business performance.
- Maintain budgets and optimize expenses for LPHS-EC Project.
- Prepare Monthly budget variance reports for SMT to facilitate decision making.
- Evaluate and improve operations and financial performance systems.
- Prepare monthly bank and Mobile money reconciliations.
- Support preparation of monthly, quarterly, and annual financial closures.
- Support monthly reconciliation of accounts payable and accounts receivables.
- Ensure all payment vouchers are approved prior to making payments.

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