

## **Finance Manager.**

Kigali, Rwanda

### **Overview**

Pharo Foundation (“the Foundation”) is a pioneering, mission-driven organisation working to build a vibrant, productive, and self-reliant Africa. Founded and fully funded by Pharo Management, an emerging markets hedge fund, the Foundation represents a new model of philanthropic capitalism: a private endowment using its own capital to design, fund, and operate development programmes with private-sector discipline and long-term commitment.

Over the next decade, the Foundation’s ambition is to deliver lasting impact across three interdependent missions:

1. Empowering the next generation through affordable, high-quality education.
2. Solving water scarcity by building and operating sustainable water infrastructure.
3. Driving economic productivity by unlocking jobs, investment, and innovation through both non-profit and for-profit ventures.

The Foundation operates in Ethiopia, Somaliland, Kenya, and Rwanda, employing more than 780 people. It combines a not-for-profit engine: Pharo Development, with a for-profit engine, Pharo Ventures, which builds and operates sustainable businesses to create jobs and advance economic self-reliance.

### **Opportunity**

The Finance Manager is responsible for providing strategic financial leadership at country level in Rwanda, ensuring strong financial stewardship, and maintaining robust internal controls across all country operations, including the Pharo School Kigali, the Teacher Capacity Building program with public schools in Rwanda, and the upcoming Pharo Ventures Studio Kigali

He/She will oversee all financial planning, reporting, compliance, and treasury functions, and ensure alignment with global finance policies and systems. The role requires close collaboration with the Country Director, the Chief Financial Officer at group level, and the wider global finance team. He/She will also lead and develop the country finance team and ensure high-quality financial support to all programs and operational units.

### **Key Relationships**

Role: Finance Manager

Location: Kigali, Rwanda

Report to: Country Director

Contract Type: Full time

Functional relationships:

- All Rwanda SLT
- Global Chief Financial Officer
- Global Finance Teams

## **Duties and Responsibilities**

### **1. Strategic Financial Leadership**

- Serve as the principal financial advisor to the Country Director and country leadership team.
- Provide strategic financial analysis, insights, and recommendations to support decision-making.
- Lead financial planning to ensure sustainability and effective resource allocation.
- Contribute to the development and execution of country strategy and operational plans.

### **2. Financial Management & Reporting**

- Oversee all financial operations for Pharo Foundation Rwanda, including the Pharo School Kigali, the Teacher Capacity Building Program, and Pharo Ventures Studio Kigali.
- Ensure timely, accurate, and compliant monthly, quarterly, and annual financial reports.
- Maintain strong internal control systems and financial risk management processes.
- Monitor financial performance and provide variance analysis and corrective actions.

### **3. Budgeting, Forecasting & Planning**

- Lead the annual budgeting process across all country programs and entities.
- Prepare and manage rolling forecasts and long-term financial plans.
- Work closely with country program-, school- and Ventures Studio leadership to ensure effective financial planning and cost control.
- Ensure alignment of country budgets with global financial frameworks.

### **4. ERP & Financial Systems**

- Oversee all financial transactions and reporting through Microsoft Business Central (MS BC).
- Ensure data accuracy, system integrity, and adherence to global chart of accounts and reporting structures.
- Coordinate with the Global Finance Team on system improvements, process enhancements, and reporting standards.
- Ensure staff are trained and compliant with ERP usage and financial procedures.

### **5. Compliance, Controls & Audit**

- Ensure compliance with local tax laws, statutory requirements, and regulatory obligations.
- Lead the preparation and coordination of internal and external audits.
- Implement audit recommendations and continuously strengthen internal controls.
- Ensure proper documentation and secure record-keeping.

### **6. Treasury & Cash Management**

- Oversee all country bank accounts, payments, and reconciliations.
- Manage cash flow planning to ensure adequate liquidity.
- Supervise payroll processing and major vendor payments.

- Monitor and manage foreign exchange exposure where applicable.

## **7. Leadership & Team Management**

- Lead, supervise, and mentor the country finance team, including the Senior Finance Officer and Finance Officer.
- Build a high-performing, accountable, and ethical finance function.
- Set performance goals and support staff development and succession planning.
- Promote a culture of integrity, efficiency, and service to program teams.

## **8. Cross-Functional & Global Collaboration**

- Work closely with program, procurement, HR, and operations teams to ensure sound financial management.
- Provide financial guidance on contracts, procurement, and major capital or program expenditures.
- Collaborate with the Chief Finance Officer and global finance teams to align country practices with global standards.
- Support global reporting, consolidation, and financial reviews.

## **Qualifications and Requirements**

- Bachelor's degree in Finance, Accounting, or related field.
- Professional accounting qualification (ACCA, CPA, or equivalent) required.
- Master's degree in Finance, Accounting, Business Administration, or related field is an advantage.
- Minimum of 10–12 years of progressive finance experience, with at least 5 years in a senior leadership or head-of-finance role.
- Experience managing multi-entity or complex operations, preferably in the non-profit, education, or development sector.
- Strong experience with ERP systems; Microsoft Dynamics 365 Business Central and Planful experience is highly desirable.
- Solid knowledge of Rwandan tax, statutory, and regulatory requirements.
- Proven experience managing audits, large budgets, and finance teams.

## **Personal attributes**

- Strategic financial leadership and business partnering.
- Strong analytical and problem-solving skills.
- High integrity and commitment to ethical standards.
- Excellent leadership, coaching, and team-building abilities.
- Strong planning, organization, and attention to detail.
- Effective communication and stakeholder management skills.
- Ability to operate in a fast-paced, multi-program environment.

## **Application procedure**

- We will review completed applications on a rolling basis. If we identify an outstanding candidate early in the process, we reserve the right to appoint before the deadline. For this reason, we encourage interested candidates to apply as early as possible. Due to the high volume of applications, we regret that we will only contact shortlisted candidates.
- You are required to attach a detailed CV and cover letter.
- Click on this Link to apply: <https://a.peoplehum.com/jgvzn>