

Financial Controller

Job Description

About the Role

We are seeking an experienced, detail-oriented and strategic Financial Controller to lead our accounting department and ensure the integrity of our financial operations. Reporting directly to the Chief Executive Officer, the Financial Controller will be responsible for overseeing all accounting operations, ensuring financial accuracy, maintaining regulatory compliance, and providing strategic financial insight to support business decision-making.

This is a pivotal role for a mid-size organisation with ambitious growth plans, offering the opportunity to shape financial processes and contribute meaningfully to the company's long-term success. The ideal candidate is someone who thrives on accuracy, enjoys optimizing workflows, and can translate complex data into actionable insights for the executive team.

Key Responsibilities

Financial Reporting & Accounting

- Oversee the preparation of accurate and timely monthly, quarterly, and annual financial statements in accordance with applicable accounting standards (IFRS/GAAP)
- Manage the month-end and year-end close processes, ensuring all entries are complete and accurate
- Maintain the general ledger and ensure integrity of all financial data
- Prepare and present financial reports to senior leadership and the board as required

Budgeting & Forecasting

- Lead the annual budgeting process in collaboration with department heads
- Develop rolling financial forecasts and variance analyses to track performance against targets
- Identify trends, risks, and opportunities through financial modelling and scenario analysis

Cash Flow & Treasury

- Monitor and manage daily cash flow, banking relationships, and working capital
- Oversee accounts payable, accounts receivable, and payroll functions
- Ensure timely and accurate tax filings, including corporate tax, VAT/sales tax, and payroll taxes

Compliance & Internal Controls

- Maintain and strengthen internal controls to safeguard company assets and ensure financial integrity
- Ensure compliance with all relevant statutory, regulatory, and fiscal requirements
- Coordinate and manage the external audit process

- Develop and enforce financial policies and procedures across the organisation

Team Leadership

- Manage, mentor, and develop a team of accounting and finance professionals
- Set clear performance objectives and conduct regular reviews
- Foster a culture of continuous improvement and operational excellence within the finance function
- Identify opportunities to leverage AI and automation tools within the ERP system to reduce manual entry and increase reporting speed.

Qualifications & Experience

Required

- Bachelor's degree in Accounting, Finance, or a related field
- Professional accounting qualification (CPA, ACCA, CIMA, or equivalent)
- Minimum 10+ years of progressive accounting and finance experience, with at least 5 years in a senior or management role
- Proven experience in financial reporting, budgeting, and internal controls
- Strong knowledge of IFRS or GAAP accounting standards
- Proficiency with ERP and accounting software (e.g. Odoo, Xero, or similar)
- Advanced Microsoft Excel skills

Preferred

- Experience in a mid-size or high-growth company environment
- Exposure to multi-currency consolidations or international operations
- Experience working with external auditors and managing audit cycles
- Familiarity with business intelligence or financial reporting tools (e.g. Power BI, Tableau)

Key Competencies

- Strong analytical and problem-solving skills with exceptional attention to detail
- Excellent communication skills, with the ability to present financial information clearly to non-financial stakeholders
- Sound judgement and integrity in handling sensitive financial information
- Ability to manage multiple priorities and meet tight deadlines in a fast-paced environment
- Collaborative team player who can also work autonomously
- Proactive approach to process improvement and operational efficiency

To apply, please send your CV and a cover letter to careers@easyhatch.rw