

VACANCY



EASTERN CARIBBEAN HOME MORTGAGE BANK

The Eastern Caribbean Home Mortgage Bank (ECHMB) is an independent, privately managed regional mortgage bank established to buy and sell mortgage loans for the purpose of providing greater liquidity to the financial institutions where such loans originate and to increase their capacity to make additional mortgages. ECHMB invites applications for the position of:

CHIEF FINANCIAL OFFICER

KEY FUNCTIONS OF THE POSITION INCLUDES:

- Collaborate with the Chief Executive Officer to put in place the policies and procedures to inform and drive a regulatory framework across the Bank.
- Embed adequate monitoring mechanisms and controls to track operational efficiency and manage risk.
- Systematically evaluate business performance and provide insightful guidance to the Chief Executive Officer and the Board of Directors on the effect of variables on operational efficiency and future growth.
- Ensure timely, efficient and accurate management accounts are produced and forecasting is in place to enable the Chief Executive Officer and the Board of Directors make informed financial decisions.
- Lead the annual planning and budget process to ensure that the budget reflects the strategic priorities laid down by the Board of Directors.
- Ensure the timely, efficient and accurate production of statutory accounts in accordance with relevant legislation and accounting standards.
- Ensure that transaction processing operates efficiently, suppliers are paid on time and debts collected in a timely manner.
- Deputise for the Chief Executive Officer

REQUIREMENTS

- Should hold a relevant professional chartered accountancy body qualification (ACCA, CPA, CGA or equivalent) with post qualification experience of at least 8 years.
- Be able to demonstrate experience in financial management and governance in Banking with extensive experience of providing financial support to the senior management team.
- Be skilled in preparing monthly/periodic management accounts, forecasts; and risk management reporting.
- Knowledge and experience of preparing Statutory Annual Accounts using IFRS;
- Proven experience of reviewing, developing and implementing effective internal controls and increasing system's efficiency;
- Ability to supervise, support and motivate staff;
- Ability to self-direct and self-start, to work well under pressure, and to handle tight deadlines;
- Excellent planning and organisational skills;
- Excellent inter-personal and communication skills; with the ability to provide instruction, guidance and advice to other staff as well as being able to present financial data to non-financial colleagues;

- Experience in computerise accounting systems (Sage50) and proficiency with excel
- Ability to undertake occasional overseas travel;

Applications should be submitted to the following address:

**THE CHIEF EXECUTIVE OFFICER
EASTERN CARIBBEAN HOME MORTGAGE BANK
ECCB Complex, Bird Rock Road
P O Box 753
Basseterre
St. Kitts**

Telephone: 1 (869) 466-7869

Fax: 1 (869) 466-7518

Email: info@echmb.com

Applications could also be submitted by fax or email.

Closing Date: 18th May 2018

Only suitable applications will be acknowledged.