



PostBank

VACANCY NOTICE

PostBank is a Commercial Bank that is committed to fostering prosperity for Ugandans. The bank is growing and giving opportunity for its employees and the public. PostBank is in need of a competent and achievement driven professional to fill up the below role that has fallen vacant.

POSITION DESCRIPTION

JOB TITLE: FINANCE MANAGER REPORTING & INNOVATION SUPPORT

REPORTS TO: FINANCIAL CONTROLLER

JOB PURPOSE

The Finance Manager for Reporting & Innovation Support is responsible for generating integrated, sustainability, and regulatory reports, preparing financial statements in compliance with IFRS and FIA guidelines, and supporting product innovation initiatives.

KEY RESPONSIBILITIES /KEY DELIVERABLES

- Oversee timely preparation of financial reports to both internal and external stakeholders
- Prepare financial statements for the Bank as required.
- Prepare requisite schedules for the Bank's annual audit and ensure maintenance of and adherence to the Post Bank policies and procedures.
- Prepare monthly, quarterly and annual performance reports as required
- Participate in the preparation of the Bank's annual budget
- Ensure compliance with international financial reporting accounting standards, regulatory requirements and the Bank's policies.
- Ensure timely communication of newly revised regulations to both internal and external stakeholders
- Review the work of the financial control accountants and provision of technical advice and accounting support to other functions.
- Drive process improvements and supporting innovative financial solutions within the Bank
- Participate in formulating frameworks for all the new reporting requirements such as ILAAP, ICAAP, Sustainability, integrated reporting and other regulatory reporting aspects
- Stay updated on regulatory reporting changes and ensure compliance with relevant laws and regulations.
- Maintain the repository of all Financial and management information for the Bank
- Participate as finance lead on projects aimed at enhancing the Bank's operations
- Participate as finance lead at the innovation hub and project steering committee
- Lead and mentor a team of finance professionals, fostering a culture of continuous improvement and innovations

BUSINESS BEHAVIOURS & FINANCIAL RESPONSIBILITY

- **Passion:** Committed to excellence, deliver outstanding results and make a positive impact for our customers and stakeholders.
- **Teamwork:** Collaborates, mutual respect, and diverse perspectives, to achieve shared success and deliver greater value to the Bank.
- **Integrity:** Uphold honesty, transparency, and accountability, ensuring ethical practices in every action.
- **Innovation:** Embrace creativity and forward-thinking, continually seek new solutions to enhance customer experience and drive business growth.

QUALIFICATIONS, EXPERIENCE AND COMPETENCIES REQUIRED

- Professional accounting qualification ACCA/CPA
- A first Degree
- Minimum of 2 years post qualification Finance experience
- In-depth understanding of international financial reporting standards
- In-depth understanding of integrated reporting framework
- In-depth understanding of sustainability reporting frame works.
- Good communication and presentation skills at a senior level.
- Ability to analyse and evaluate data for acceptability and correctness.
- Analytical mind with strong orientation to financial analysis
- Ability and experience in communicating with all levels of management regarding management information needs.
- Good interpersonal skills required in liaising with people at different levels within the bank.
- Good planning and organisation skills.
- Strong report writing skills
- Dynamic self – starter with a personal ambition to succeed.
- Ability to work under pressure to meet tight deadlines.
- Excellent computer skills particularly in MS Word, MS Excel and MS access, Power Point.

THE FOLLOWING DOCUMENTS SHOULD ACCOMPANY THE APPLICATION

- Cover letter, Detailed CV, and Copies of academic documents all as one file.

MODE OF APPLICATION

- Online applications addressed to **Chief People & Strategy Officer**, PostBank Uganda.
- Send application to **hr@postbank.co.ug** with job title as subject.
- Closing Date: **Friday 22nd August 2025 at 5:00pm.**
- Only shortlisted candidates will be contacted.

PostBank Uganda Ltd is an equal opportunity employer.

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