

Exciting career opportunity

#Thrive with us and #Come as you are



International Development Advisory Services (IDAS) – Program Finance Manager

KPMG is a global network of professional services firms providing Audit, Tax and Advisory services. Our purpose is to inspire confidence and empower change. We have a notable Africa Footprint serving clients across the continent. Our East Africa practice comprises Kenya, Uganda, Tanzania, Rwanda and Ethiopia.

The Nairobi office serves as the regional coordinating office providing the required networking to facilitate delivery of services on a timely basis to meet and exceed our clients' expectations.

Position Summary

We are currently looking for a Program Finance Manager is primarily responsible for the financial oversight of programs, including budgeting, posting, reporting, accounting, and monitoring financial performance. The successful candidate will lead our UK Government key account across Africa. He/she will combine business development with delivery and management of engagements. This role will also oversee consultant utilization and payments, manage the program's bank accounts, and support the Grants Manager in grantee financial management.

Key roles and responsibilities

- Management, review, and update of the program budget.
- Oversight of the program's accounting system ensuring the program's financials are properly maintained.
- Oversight of the program's bank accounts and performing reconciliations monthly.
- Supporting the Grants Manager as and when required in grantee financial management.
- Responsible for leading the reporting processes including periodic reporting and billing in accordance with program requirements.
- Monitor project progress against contractual obligations where required by the Program Director or Engagement Partner.
- Oversee the review and processing of invoices for suppliers and third parties.
- Track and reconcile utilization of consultant days ensuring an adequate system of monitoring consultant's performance is followed.
- Undertake other duties as may be required from time to time by the Program Director or Engagement Partner.

Academic/Professional qualifications and Experience:

- Bachelor's degree in economics, finance, accounting, or a related field.
- Professional certification such as Certified Public Accountant (CPA-K) or ACCA.
- A minimum of 6-8 years' working experience in finance or accounting, with at least 1 year in a supervisory role.

- Master's degree in any field will be an added advantage.
- Experience working in a complex, fast-moving environment and dealing professionally with multiple stakeholders while prioritizing tasks.
- Experience of fund management life cycle components, ideally from project ideation/business development, application, through to selection, contracting, fund disbursement, monitoring, reporting, and implementation through to closure.

Personal attributes:

- Good communication (written and verbal), numeracy, presentation and analytical skills.
- An eye for detail
- Team player with leadership capability
- Excellent coordination and planning skills
- Goal driven and results oriented mindset.
- Multicultural skills to operate across diverse African jurisdictions.
- Resilience, tenacity, and the ability to handle difficult client conversations.
- Comfort with multitasking, flexibility, open-mindedness, and the ability to make quick decisions.
- Unquestionable integrity.

We offer:

- An exciting opportunity to work with a Big 4 firm on cutting edge clients across Africa.
- Continuous learning and development.
- Exposure to multi-disciplinary client service teams.
- Unrivalled space to grow and be innovative.
- Opportunity for international travel.

If your career aspirations match this exciting opportunity, please use the link below to apply:

[IDAS Program Finance Manager – Candidate's Summary](#). Filling the link is mandatory for consideration alongside your application to dasrecruit@kpmg.co.ke quoting 'IDAS Program Finance Manager' by 24 June 2024

Please note that only shortlisted candidates will be contacted.