

HEAD OF FINANCE

You be responsible for leading key financial and business planning activities including accounting and financial controls, reporting, analysis and planning, budgeting and forecasting as well as ensuring PayPoint's adequacy and compliance with all internal and external requirements.

Key Responsibilities:

- Organise, manage and supervise the department operations and activities in order to ensure their best execution and the compliance of the Finance and Accounting department activities in accordance with regulatory requirements;
- Introduce and maintain efficient a highly skilled accounting and reporting systems and procedures for internal, external and regulatory reporting;
- Lead the funding and liquidity management process;
- Function as the lead contact with the external auditors, facilitating the yearly audit process with a proactive approach;
- Be responsible for the statutory and regulatory reporting process of PayPoint;
- Ensure that all the duties of the Finance and Accounting department are fulfilled, especially:
 - Identify and record all transactions undertaken by PayPoint;
 - Explain the changes in the accounting balances from one closing date to the next by monitoring the movements which had an impact on the accounting items;
 - Prepare the accounts by applying all the valuations and accounting rules laid down by the relevant accounting laws and regulations;
 - Verify the reliability and relevance of the market prices and fair values used while preparing the accounts and reporting this to the Regulators;
 - Issue periodic information including legal and regulatory reporting and provide it to the Regulator, and also ensure its reliability, particularly in terms of solvency, liquidity and large exposures;
- Undertake the reconciliation of accounts and accounting entries;
- Prepare consolidated accounts for PayPoint and prepare annual and quarterly reviews;
- Support the strategy and business objectives PayPoint and have knowledge on payment systems and e-commerce.
- Review and analyse trends of expenses, revenues, and losses to identify opportunities to improve performance;
- Review the budget on a monthly basis to assure the organization is meeting its financial objectives and ensure proper resolution of major variances to budget;
- To support the compliance and risk management processes of PayPoint, Set-up, review and optimise the department rules, framework, procedures and workflows respecting all legal and regulatory requirements. It further includes all ethical and good conduct of business principles;
- Identify, analyse, mitigate and monitor all risks associated with the conduct of activities of PayPoint and also all trends and evolutions in the regulatory and competitive landscapes;
- Provide direction in determining the way financial information will be documented, maintained and reported.

Qualifications and Skills Required

- Chartered Accountant and/or Master's degree in Finance and Accounting
- 10-15 years of experience in a managerial position;
- 2 years' experience in a FinTech environment;
- Extensive knowledge in the field of financial management and/or payment services;
- Extensive experience in financial reporting and group consolidation according to IFRS.