



CAREER OPPORTUNITIES

Our client is a licensed Cooperative Society involved in wealth creation for its members through investments. Due to recent reorganization and in order to strengthen its management team, the Society is seeking to fill the following exciting and challenging positions;

1. Chief Executive Officer – REF:CEO/DT/01

Reporting to the Board of Directors, the Chief Executive Officer will be responsible for providing overall day to day leadership and administration of the Society's operations under the guidance of the Board.

Key Responsibilities

The successful candidate will provide overall day to day leadership and administration of the Society's operations under the guidance of the Board. Develop and recommend to the Board the strategies, business plans, and annual operating budgets, provide prudent financial management and investment undertakings by ensuring that sound policies and practices are adopted for optimal utilization and returns. Ensure continuous improvements in the quality and value of services and products provided by the Society. Oversee the legal, regulatory and statutory requirements. Maintain a conducive work environment for attracting, retaining and motivating employees, while fostering a corporate culture that promotes ethical practices and good corporate citizenship.

Personal Specifications

We are looking for a candidate who is; a holder of a Master's degree in a business related field from a recognized university and has experience of not less than twelve (12) years with at least seven (7) years served at executive-level preferably in the financial services, investment or other relevant industry.

2. General Manager, Operations – REF:GM/DT/02

Reporting to the Chief Executive Officer, the General Manager, Operations will be responsible for continuously optimising returns on investment and ensuring optimal operations of the company.

Key Responsibilities

The successful candidate will manage the existing investment portfolio and continuously monitor market trends making the necessary recommendations to the Board to explore opportunities in the market. Research on viable investment opportunities and evaluate them including risk assessments then advice the board accordingly. Develop business plans, annual budgets and sales/targets with the Chief Executive Officer and Board. Present business development training and mentoring to business developers and other internal staff. Analyse current market/industry trends and formulate strategies for possible expansion and acquisitions that could contribute to the growth of the Society's investment portfolio. Develop and maintain effective strategic relationships with key stakeholders to develop a stream of business or investment referrals and seek technical advice whenever necessary. Promote a high performance driven organizational culture and client focused service standards and ethical practice.

Personal Specifications

We are looking for a candidate who is; a holder of a Master's degree in a business related field from a recognised university and has experience of not less than ten (10) years with at least five (5) years served at senior management level in an organisation involved in wealth creation through investments.

3. Finance Manager - REF: FM /DT/03

Reporting to the Chief Executive Officer, the Finance Manager will be responsible for ensuring that financial resources of the Society are managed prudently through identifying profitable investment opportunities and providing accurate and timely financial information.

Key Responsibilities

The successful candidate will contribute to the development and implementation of operational strategies, policies, regulations, procedures and standards for management of Finances of the Institution. Oversee the preparation and implementation of periodic departmental, unit budgets and cash flow planning. Ensure safe custody of the Institution's assets and financial resources. Undertake sound financial investment in line with the organization investment policies. Ensure preparation of periodic financial statements and annual accounts in line with International and local Reporting Standards. Coordinate statutory audits and follow up actions with other departments.

Personal Specifications

We are looking for a candidate who is; a holder of a Bachelor's Degree in any of the following; Business Administration, Commerce, Economics, Finance, Accounting or related field from a recognised university. A fully qualified CPA or equivalent with not less than 8 years relevant work experience with four (4) years served at senior management gained in a high- growth organization and holds valid membership to Institute of Certified Public Accountants of Kenya (ICPAK).

If you believe you can clearly demonstrate your ability to meet the relevant criteria for the role above, please submit your application including, copies of your academic and professional certificates, testimonials and your curriculum vitae, including, (among others) details of your current position, current remuneration, e-mail and telephone contacts of three referees (3) familiar with your qualifications and work experience. To be considered, your application must be received not later than **Friday, 16 February 2018**, addressed to:

**The Director,
Executive Selection Division Deloitte Consulting Limited
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Only shortlisted candidates will be contacted.**

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