



**WATER ACCESS RWANDA**

*Simple, Affordable, Durable Water Solutions*

## Job Description

Sr. Accountant

## Sr. Accountant Job Description

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Job Title: Sr. Accountant

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Department: Finance

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Position Type: Senior

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Report to: Managing Director

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## Company Profile

We are a social enterprise committed to eradicating water scarcity by providing appropriate technologies for durable access to water. Established in 2014, our mission and vision have guided our services as we provided clean water access to over 150,000 individuals, schools, business and farms in Rwanda and across the borders in DRC, Burundi and Uganda. We offer an attractive portfolio of services and products targeting to service all water scarce areas we encounter within available budget. Our values are Faith, Flexibility, Advocacy, Integrity, Training and Honor.

## Job Profile

Water Access Rwanda is looking for a dynamic Sr. Accountant with exceptional accounting expertise and strong leadership skills. This position will be responsible for everyday GL accounting as help manage a Jr. Accountant. The ideal candidate has a mix of both public accounting and private industry, strong attention to detail, sets a high bar for themselves, and can collaborate with various teams effectively.

## Duties and Responsibilities

- Manages all accounting and finance related activities, ensuring the appropriate application of accounting standards, company policies, and timely review and posting of journal entries and reconciliations
- Supervise accountants to lead a timely month close of fixed assets, accruals, payroll and compliance across the company
- Support management reporting efforts driving visibility to key areas of the business through participating in long term planning and strategy development for continuous improvement and growth.
- Responsible to handle taxing matters with the relevant tax authorities
- Responds to inquiries from the CEO regarding financial results and prepares ad-hoc reports as required
- Revise projects' budgets sheet with the relevant teams and monitor and control costs during projects' implementation;
- Prepares needed financial documents and supporting schedules for the annual financial review
- Establish guidelines to perform the functions of the job requirements as well as recommend enhancements to the current processes

## Sr. Accountant Job Description

- Analyze and implement ERP system enhancements that would automate and ease daily activities as well as increase the visibility into the company's financial performance and health;
- Interact effectively with internal and external stakeholders, including the group's external auditors and tax consultants;

## Qualifications & Requirements

- Bachelor's degree in Accounting; CPA is a plus
- 4+ years' experience in accounting
- 1+ years' in a supervision position
- Strong interpersonal skills - ability to work with a diverse team and influence/drive change across functional and business boundaries
- Strong ability to analyze information
- Well organized and a self-starter
- Ability to speak and write English fluently
- Pro-active problem-solving skills with a focus on finding workable solutions
- The ability to work autonomously and be an effective member of a team