

Job Title: Head of Accounts

Organization: Impala Credit (Tier IV Company)

Location: Bugolobi, Kampala

Company Overview

Impala Credit is a rapidly growing Tier IV financial institution in Uganda focused on providing accessible and innovative credit solutions to a diverse clientele. We are seeking a dynamic, detail-oriented professional to lead our accounting function and support strategic decision-making as our Head of Accounts.

Position Summary

The Head of Accounts will be responsible for maintaining the financial health of Impala Credit by overseeing the entire accounting cycle, ensuring compliance with regulatory requirements, and offering strategic financial insights to the Management and Directors. The ideal candidate will have extensive experience in financial management, budgeting, taxation, and team leadership.

Key Responsibilities

1. Accounting & Bookkeeping

- Capture all admin and operational transactions in QuickBooks, including direct costs, payroll, supplier invoices, and related party transactions.
- Record all investor transactions (capital receipts, monthly payments, and repayments).
- Track fixed assets (cost, depreciation, additions, disposals) and manage related reporting.
- Maintain and reconcile cash book transactions on a monthly basis.

2. Financial Oversight & Reporting

- Prepare monthly financial statements, including performance reports and ratio analyses compared to industry benchmarks.
- Develop and maintain weekly reports on interest payments, projections, and capital usage.
- Support the annual budgeting process through planning, forecasting, analysis, and reporting.

3. Banking & Disbursements

- Review disbursements in Business Online Banking, confirming beneficiary details.
- Oversee loan disbursements and investor payments, ensuring accuracy and timeliness.

4. Loan Portfolio Management

- Reconcile monthly repayments (cash, bank, salary deductions) and generate client statements.
- Provide guidance on loan calculations, penalty waivers, early settlements, and monthly installment processing.

5. Tax & Compliance

- Advise on tax planning and compliance to minimize liabilities and ensure regulatory adherence.
- Prepare tax reports, including PAYE, NSSF, and other statutory filings.

6. Internal Controls & Audits

- Maintain internal financial control systems, covering authorization processes, invoicing, and documentation of all purchases or services at Impala Credit.
- Coordinate external annual audits with independent audit firms, ensuring timely and accurate provision of required documents.

7. Risk Management & Advisory

- Identify potential financial and tax-related risks and develop mitigation strategies.
- Conduct cash flow and CRB analyses for all client files; advise directors on findings and recommended actions.
- Maintain up-to-date schedules of investor accounts, track due payments, and highlight areas of concern.

Qualifications & Experience

- Bachelor's degree in Accounting, Finance, or a related field.
- **CPA/ACCA qualification is mandatory**, with **membership in ICPAU** (Institute of Certified Public Accountants of Uganda).
- Minimum of 5 years of progressive experience in accounting or finance roles, with at least 2 years in a leadership position.
- Proven expertise in using QuickBooks or a similar accounting software.

- Strong knowledge of Ugandan tax regulations, compliance requirements, and financial reporting standards.
 - Experience in the financial services sector, preferably within microfinance or credit institutions.
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Skills & Competencies

- Excellent analytical and problem-solving abilities.
 - Strong leadership and team management skills.
 - High level of integrity and attention to detail.
 - Effective communication and interpersonal skills.
 - Ability to work under pressure and meet tight deadlines.
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Join Impala Credit and play a pivotal role in shaping the financial future of a dynamic Tier IV institution.

Interested candidates should submit a detailed CV and cover letter to [\[jobs@impalacredit.ug\]](mailto:jobs@impalacredit.ug) by 17th April. Only shortlisted candidates will be contacted.