

Exciting Job Opportunity

Hima Cement Ltd. is a subsidiary of Bamburi Cement Ltd. which is a member of the Holcim Group. Holcim is the leading producer of building materials in the world. At Hima Cement, our Vision is "To be the preferred provider of cement and concrete based building solutions in East Africa with a strong focus on customer experience."

Hima Cement works with all actors in the building and construction industry in Uganda – manufacturing and supplying a wide range of building and construction solutions designed to meet housing and construction needs from small projects like individual home buildings to major construction and infrastructure projects. Whether supplying high-quality cement to a craftsman or helping leading architects explore and deliver creative possibilities, Hima is committed to providing solutions that fit the needs of all its clients.

In order to achieve the above objectives, Hima Cement seeks to recruit a motivated and competent staff as indicated below;

Job Title: Graduate Credit Accountant
Vacancy Code: GCAX01
Reporting line: Credit Controller
Duration: Full time – Contract
Duty Station: Mobile

Job Summary:

This role is responsible for general ledger accounting and credit management for Hima Cement Limited. The function reports into the Credit Controller and works a lot in collaboration with the Commercial/Sales Department, Logistics and various department end users.

Key Duties and Responsibilities

- Coordinate cash collection actions and strategies on all receivable accounts through frequent liaison with the sales team and direct contact customers.
- Primary collection focus will be given to delinquent accounts to ensure that accounts are brought to current and within terms.
- Prepare demand notes and repayment plans for collection discussions with delinquent accounts and share these with customers. The Receivables Accountant must follow up to ensure that the demand note actions are enforced and the repayment plan is duly effected
- Conduct market / customer visits as frequently as possible or as a minimum bare minimum once per quarter.

- Prepare monthly balance confirmations and share these with customers for acknowledgment.
- Handle all credit control complaints and queries in a timely manner. This will involve close interactions with resources in various teams: Call Centre, Logistics and Sales.
- Check completeness of credit packs in support of credit limit applications and maintain up to date credit files for all credit customers.
- Conduct preliminary assessments on new / potential credit customers; as well as make initial assessments for incremental credit requests. This involves and is not limited to analysing bank statements and inputting financial spreads in MS Excel.
- Prepare bank guarantee renewal notifications and share these with customers a month prior to expiry. The receivable accountant must make the necessary follow-up actions to ensure that the guarantee is renewed in good time. No bank guarantee should expire in Hima custody.
- Prepare credit risk report compilations as and when required.
- Attend all monthly credit committees and follow-up with the sales team on commitments made during the meetings
- Prepare customer account reconciliations, identify any anomalies that may arise and provide solutions in a timely manner.
- Frequently clear customer accounts.
- Any other tasks and responsibilities that may be assigned.
- Support the Credit Controller in ensuring controls around the credit processes are adequate and are correctly applied in practice.

Required Qualifications skills and attributes.

Educational Requirements

- Graduate of a Business-related course i.e. BBA/BCOM. ACCA/CPA(U) will be of added advantage
- 1-2 years' experience in busy commercial environment/FMCG involving import/export
- Strong knowledge of the accounting regulatory framework and standards is an added advantage.
- Good computer knowledge, especially in an ERP environment and reporting tools (Good knowledge in the FI module of SAP. Good knowledge of common spreadsheet applications desirable)

Profile & Personal Qualities

- Self-driven, results oriented.
- High level of integrity
- Good communication skills across the business
- Able to plan and prioritise

- Experience in managing dead- lines and work load
- Strong stakeholder management skills
- Should be innovate and excellent team player with good analytical skills and attention to detail
- Comfortable dealing with people and a good listener
- Reliable, tolerant & determined
- Able to work extended hours when required
- Flexibility to work anywhere within Uganda is added advantage

How to apply;

Hima cement will offer a competitive remuneration package to the successful candidate. Candidates that know that they meet the above criteria and have what it takes to excel in the above position, should send their CVs, which should include details of email address (if any), present position, current remuneration, Certificate/testimonials and address of three (3) Referees plus telephone contact to the stipulated email address not later than **12th February, 2023. (Email your application and CV to career.applications.hima@lafarge.com and let's save the environment).**

Key Notes:

1. *Hima Cement Limited is a diverse, inclusive and equal opportunity employer. We do not discriminate and do not charge any fee at any stage of the recruitment.*
2. *Make sure that your application letter, CV and certificates are attached as one document*
3. *Indicate the Vacancy Code as the subject for your email*
4. *Only shortlisted candidates will be contacted*
5. *Any form of canvassing will lead to automatic disqualification.*

**The Human Resource Manager – Corporate
Hima Cement Ltd, Plot 838 Namanve Industrial Park
P.O Box 7230 Kampala**