

- Code : 240015
- Publication date : 02/09/2024
- Position : 02 Accountants (H/F)
- Place of Employment : Yaoundé
- Type of contract : FT
- Application deadline : 25 Septembre 2024

1- Context and justification

MUTUAL FINANCE FOR DEVELOPMENT UNION (MUFID UNION COOP CA) is the Umbrella Organization of a network of 120 MUFIDs and service points present in the ten regions of Cameroon. Created on October 30, 2019 at its Constituent General Assembly held at the Yaoundé Conference Centre and duly accredited by the Monetary Authority of Cameroon on April 22, 2020, following the none objection of the Central African Banking Commission (COBAC), MUFID UNION, in accordance with COBAC regulations, provides technical and supervisory services to affiliated MUFIDs, the first of which opened its doors in 1992. These are duly accredited institutions by the Monetary Authority, after the non-objection of COBAC.

2- Vision

A major player in the microfinance sector in Cameroon, MUFID Union and its affiliates aim to become :

- A leader in agricultural and rural financing in Cameroon;
- A major player in financial inclusion of populations, the financing of micro, small and medium-sized enterprises, and in development.

To achieve these aspirations, MUFID Union employs skilled and experienced personnel. In this perspective, MUFID Union requires the services of **two (02) Accountants**.

Main responsibilities :

- Manage the day-to-day financial transactions, carry out bank reconciliations and ensure regulatory compliance for Category 1 Microfinance Institutions;
- Identify and optimize banking processes in collaboration with other entities;
- Monitor cash flow and analyze financial data to improve process efficiency, while minimizing risk and ensuring accurate reporting,
- Support the migration, interconnection and digitalization of business processes for MUFID Union and its Affiliates.

Job description :

- Monitor daily banking transactions (payments, transfers, receipts, etc.);
- Manage bank reconciliations thereby ensuring that financial records match bank statements;
- Monitor cash flows and manage the company's bank accounts;

- Supervise and analyze accounting entries relating to banking operations (interest, commissions, charges, etc.);
- Collaborate with IT and finance teams to streamline and optimize processes, e.g. by introducing electronic management systems;
- Analyze financial reports to identify areas for improvement;
- Produce regular reports on cash flows linked to banking operations;
- Analyze data to provide insights into process efficiency and propose recommendations for improvement;
- Monitor Key Performance Indicators (KPIs) to assess the impact of implemented improvements;
- Identify and assess financial risks related to banking operations;
- Propose measures to minimize these risks while optimizing processes;
- Ensure compliance with tax and regulatory requirements relating to banking transactions;
- Work closely with other departments (IT, management control, audit) to incorporate operational best practices;
- Participate in digital transformation projects aimed at improving the institution's overall efficiency.

Qualifications and Training :

- At least Bachelor's Degree in Accounting, Banking and Finance, Financial Management and/or other related fields
- Fluent in French and English

Experience and Competencies:

- At least 03 years demonstrated work experience in a banking or microfinance institution;
- - Mastery of bank accounting and MFI operations management processes;
- - Knowledge of the regulations governing the microfinance and banking sector in the CEMAC zone;
- - Perfect knowledge of CloudBank Corebanking Software, MS Office pack (Word, Excel, PowerPoint and Publisher) and ALTMicrofin, etc.).

Soft Skills:

- Analytical and summarizing skills;
- Integrity, trustworthiness, leadership, rigor, discretion and communication skills;
- Ability to analyze processes, work under pressure and meet deadlines;

Application process

All applicants should send their CV and a cover letter addressed to the General Manager of MUFID UNION (indicating your salary expectations) to the following address: recrutement@mufidunion.cm

Deadline for applications to be accepted: **25 September 2024 at 17h00**

For more information, visit our website: www.mufidunion.com