

KAPITA

Senior Finance Officer

KAPITA is a private sector development company that aims to empower small and medium-sized enterprises (SMEs) through investment, research, incubation/acceleration, and market development programs.

In order to upgrade the Iraqi ecosystem, KAPITA is working on new startups development, helping established Iraqi startups small businesses to scale their (market, production, and evaluation), as well as personal development for entrepreneurs. KAPITA is taking the next logical step, by starting the first incubator and accelerator in Baghdad that hosts the most promising startups, providing them with seed funds, infrastructure and business services, financing and public relations. We will support the community by enhancing the entrepreneurial movement, building youth capacity, and feeding the private sector with human resources and knowledge-based, well-planned successful businesses.

We aim to be the institute that forms the core engine in developing the private sector in Iraq, we believe that to accelerate the growth of ecosystems and Entrepreneurs, there must be a core engine that grows fast in order to cause an overall growth and development to take Iraqi startups and small businesses to the next level.

Duration

The contract duration is **8 months with 70% of FTE** “*full time employment*”. The duration of the contract is *extendable*.

Professional competencies:

- Proven experience as a Financial Officer
- Experience in the financial sector with previous possible roles such as financial analyst
- Extensive understanding of financial trends both within the company and general market patterns
- Proficient user of finance software
- Strong interpersonal, communication and presentation skills
- Able to manage, guide and lead employees to ensure appropriate financial processes are being used
- A solid understanding of financial statistics and accounting principles
- Working knowledge of all statutory legislation and regulations
- BS/MA degree in Finance, Accounting or Economics

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- Professional qualification such as CFA/CPA or similar will be considered a plus

Role and responsibilities:

- Provide financial reports and interpret financial information to managerial staff while recommending further courses of action.
- Advise on investment activities and provide strategies that the company should take
- Maintain the financial health of the organization.
- Analyze costs, pricing, variable contributions, sales results and the company's actual performance compared to the business plans.
- Develop trends and projections for the firm's finances.
- Conduct reviews and evaluations for cost-reduction opportunities.
- Oversee operations of the finance department, set goals and objectives, and design a framework for these to be met.
- Manage the preparation of the company's budget.
- Liaise with auditors to ensure appropriate monitoring of company finances is maintained.
- Correspond with various other departments, discussing company plans and agreeing on future paths to be taken.

Submission

Please send your CV and any other supporting documents to applications@kapita.iq with the subject line "Senior Finance Officer Application"

Submission Deadline: 26th September, 2021 6:00 pm Baghdad time

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Please Note that we can only respond to successful applicants that pass into the second stage of evaluation.

NOTICE: Due to the urgency of the position, Kapita reserves the right of starting the interviews with selected candidates and fill the vacancy before the closing date.

Only shortlisted candidates will be contacted.

Female Candidates are encouraged to apply for this position. Kapita is an equal opportunity employer and we actively seek out diverse backgrounds, perspectives, and skills.