

# JOB ADVERT

## About UBA

United Bank for Africa (UBA) is one of Africa's leading financial institutions, with operations in twenty (20) countries and three (3) global financial centers: London, Paris and New York. UBA has evolved into a Pan-African, provider of banking and related financial services through diverse channels globally. United Bank for Africa Uganda represents UBA's pioneer country activities in the East and Southern African sub-region. With a growing network of branches and ATMs across the country, the bank continues to expand the retail and commercial playing field in Uganda by delivering unique financial products and solutions.

## **JOB TITLE: REGULATORY TAX AND BALANCE SHEET MANAGEMENT**

**REPORTS TO: CHIEF FINANCIAL OFFICE**

**DEPARTMENT: FINANCE**

**DUTY STATION: HEAD OFFICE**

## JOB OBJECTIVES

- Provide strategic support to CFO EXCO in developing Strategy, formulating business plans and budgets.
- Coordinate balance sheet activities of the Bank and support the Bank in implementing an optimal balance sheet structure which meets ALCO KPIs.
- Driving the new agenda through the existing forums such as the ICAAP working group, ALCO and in partnership with the Business, Risk, Finance leadership team and Treasury.
- Develop and implement efficient balance sheet strategies, capital preservation plans, efficient tax planning processes and create a control environment that continuously improves the Financial Position of the Bank.

## DUTIES AND RESPONSIBILITIES

### 1. Balance Sheet Management.

- Actively contribute to providing leadership and direction in driving the Balance Sheet and Capital Management of the Bank including the ALCO priorities.
- Provide input for strategic oversight, thought leadership and quality solutions to improve Balance sheet efficiency and maintain country ratios without compromising on growth.
- Provide insights, analytics and other the subject matter expertise to drive balance sheet and capital efficiency targets at the country level, in partnership with Finance leadership team, Risk and Treasury.
- Provide objective and analytical insight into Bank performance, highlighting areas of risks and opportunities for the Business to CFO and Business Heads.
- Carry out a monthly analytical review of the Balance Sheet and provide insights into key drivers of performance in terms of business segments and products.
- Provide direction and subject expertise to drive and strengthen our competitive advantage through proactive capital and liquidity management
- Deliver the following reports within set deadlines including Capital Plan, Profit retention, ICAAP and ILAAP among others.
- Work closely with the Performance Management team to identify and coordinate opportunities for both BAU and Strategic objectives including rationalization performance reporting, automation opportunities, etc. as well as with the Finance Transformation Agenda.
- Provide direction and subject expertise to drive and strengthen our competitive advantage through proactive capital and liquidity management

### 2. Financial Control and Regulatory Reporting.

- Review daily, weekly and monthly regulatory reports and commentaries prepared by the team; prepare and circulate comprehensive country reports and ensure these are circulated in a timely manner, and attend to queries arising from tax and regulatory reports.
- Develop and maintain functional systems for submitting accurate and timely periodic information to Bank of Uganda and Uganda Revenue Authority (URA), National Social Security Fund (NSSF) and any other regulatory authorities in accordance with the applicable regulations and Laws of Uganda.
- Drive adherence to GL compliance, best practice financial management governance and other regulatory and non- regulatory policies and standard.
- Pursue positive perception of the bank by all regulatory authorities and agencies and liaise with concerned units in preparing all responses to queries from the regulatory authorities and other agencies.
- Monitor expenses and control costs within the bank by carrying out periodic monitoring, evaluation, control and approval of budget requests and assessment/review/evaluation of bank's financial condition, financial position and recommend viable alternatives for cost effective operation.
- Providing insightful commentary on reporting packs and specialized schedules including business variance analysis, linking current performance with future projections, risks and opportunities.
- Preparation and timely submission of Group Reporting packs, local statutory accounts and act as point of contact for Bank of Uganda and External auditors.
- Pursue positive perception of the bank by all regulatory authorities and agencies and liaise with concerned units in preparing all responses to queries from the regulatory authorities and other agencies

### 3. Tax Reporting and Control.

- Manage compliance with tax law in UBA Bank Uganda Limited and all tax aspects including transfer pricing, withholding taxes, indirect taxes, PAYE and tax planning.
- Responsible for coordinating the URA Transfer pricing audit between the bank, the URA auditors and Group resources.
- Monitor tax compliance within the Bank.
- Identification and evaluation of taxation risks UBA Uganda.
- Implementation of systems and processes to mitigate identified taxation risks.
- Review the preparation and submission of monthly and annual taxation computations and returns.
- New and existing product evaluation to determine taxation impact and provide technical guidance to business to ensure all tax risks are considered in product development.
- Custodian of transfer pricing policy and all tax related documentation and responsible for ensuring that policy is up to date and appropriate agreements and approvals are in place to ensure compliance.
- Optimisation of the Bank's taxation expense, by identifying areas of tax savings
- Manage the relationship and participate in selection of external taxation consultants serving the Bank
- Improve taxation knowledge within the Bank through communication and tax training where appropriate.

## KPIs

1. %age implementation of Balance sheet strategy and work plans/Activity plans.
2. Effectiveness of expense/cost and control recommendations.
3. %age achievement of revenue targets.
4. High Audit rating by External and internal Auditors including regulatory bodies.
5. 100% compliance to Bank and regulatory policies & procedures.
6. Timely and Accurate submission of financial reports to Management, Board of Directors, relevant shareholders and regulatory bodies.
7. Accurate and Reliable general ledger.
8. Positive perception of the bank with the Regulator and other stakeholders.

## JOB REQUIREMENTS

### Education:

- Minimum education level: Good first degree in a relevant discipline, (Accounting, Banking & Finance, MBA, MSC, MA, ML or related discipline from a reputable University.
- Professional Qualifications compulsory with CPA as a MUST possession/ have.

### Experience:

- Minimum experience: At least 5 years banking experience; 3 to 4 years in the core Finance Department.
- Must be a qualified accountant.

## KNOWLEDGE

- Banking Operations.
- Credit products and dynamics.
- Industry Knowledge.
- Comprehensive knowledge of regulatory pronouncements and financial laws.

### Others

- Attention to Details.
- Leadership.
- Independent Minded.
- Interpersonal relationship.
- Multi-Disciplinary disposition.
- High retentive memory.
- Multi-tasking disposition.

## SKILL/COMPETENCIES

- Professional disposition.
- Strategy formulation & Business Awareness.
- Creativity & Innovation.
- Resource Management.
- Delegation & Empowerment.
- Ability to Inspire & Manage Change.
- Analytical Thinking.
- Decision Making, Problem Solving.
- Diversity Management.
- Interrogatory skills.
- Communication skills.
- Fraud Detection & Control.
- Internal Audit practice.
- Accounts Management.
- Analytical and Investigation Skills.
- Auditing Skills.
- Accounting Skills.
- Comprehensive Banking Operations.

## HOW TO APPLY

All interested staff should send their CV, application letter and copies of academic certificates to **ubaugandahr@ubagroup.com** addressed to;

Head of Human Capital  
United Bank for Africa  
Plot 2, Jinja Road  
Kampala, Uganda.

**Deadline for application Monday 08th August, 2022.**

