

## ACCOUNTANT – UGANDA

### EAST AFRICAN GAS OIL LIMITED

East African Gas Oil Limited (EAGOL) was established over 10 years ago, with a mission to delight and be a premier Oil Marketing Company. EAGOL is committed to provide energy solutions comprising of petroleum products (Premium Motor Spirit (PMS), Jet A-1, Illuminating Kerosene (IK), Automotive Gas Oil (AGO) and Oils & Lubricants which meet and exceed our customer requirements in accordance with the ISO 9001:2015 Quality Management Systems in line with the highest professional standards aiming for continual improvement and customer satisfaction through the involvement and participation of all levels of management, staff and other interested parties.

East African Gas Oil Limited has retail stations in Kenya and depots operations in Mombasa, Eldoret, Kisumu, Nairobi and Nakuru and the Head Office in Nairobi.

EAGOL has presence regionally in Uganda retail stations, South Sudan as well as DRC and is looking to grow its retail network further within the region.

### JOB PURPOSE

*The Accountant shall be responsible for supporting all the primary financial and accounting transactions in the organization and ensure financial transactions and records are undertaken and maintained in accordance with internal and external financial requirements and in compliance with the laws applicable in Uganda*

### DUTIES AND RESPONSIBILITIES

#### Daily

- Monitor the day-to-day financial operations within the company, reviewing the daily/weekly cash projection, payments and other transactions.
- Authorizing daily transactions in SAP, AP Invoices & Payments, Credit Notes & Purchase Orders, Stocks Transfers & GRPO
- Verify all payment advises for correctness, checking the correctness credit & debit notes.

#### Monthly

- Review financial data and prepare monthly, quarterly and annual reports
- Stock reconciliation between SAP and Supply and adjusting for Temperature and operational gains
- Oversee EAGOL Compliance to tax administration, approving VAT & Withholding VAT payments and attending to tax matters.
- Review IFRS and prepare accounting policies as and when required to follow constant evolutions in standards and requirements. Ensure proper and accurate application in East Africa Gas oil and other affiliates.
- Compute/analyses disclosures ensuring accuracy and timely quarterly submission to the Management (notably off balance sheet commitments, related parties)

- Consolidate data with other Trading affiliates when required.
- Prepare the annual statutory accounts and ensure timely filing under national company law requirements and regulations.
- Liaise with external auditors on organization, timing and findings. Provide appropriate responses and help with resolution of finance audit points raised by the auditors and acknowledge by the company.
- Compute all regulatory reports as per related national requirements
- Prepares the annual statutory accounts and is the liaison point with external auditors during the process.
- Preparation of the monthly and quarterly budget report. This will include the actual verses the budget and explanation of variances if any
- Ensures accounting policies are maintained, modified and improved as necessary.
- Review of bank reconciliation reports
- Review retail station reports for their accuracy.
- Review contracts and provide input on accounting and financial matters.

#### **JOB QUALIFICATION & EXPERIENCE**

- BSc/BA in Business Management/Accounting or relevant field.
- Training / Certification in Oil and Gas Industry
- Knowledge of accounting, CPA-K Finalist
- 5 years' experience in FMCG preferably Oil and Gas Industry
- Keen to details
- Proven experience as an Accountant or an equivalent role
- Working knowledge of data analysis and operation metrics
- Outstanding organizational and leadership abilities
- Exceptional executive presence and business acumen
- Budgeting and financial focused mind-set helpful.
- Honesty and confidentiality
- Understanding of budgetary process and fiscal responsibility requirements
- Excellent oral and written communication skills

If you meet the above job requirements, kindly submit your application (CV and Cover Letter) to [recruitment@eastafricangasoil.com](mailto:recruitment@eastafricangasoil.com) by **20<sup>th</sup> May 2022** clearly indicating your current salary and expected salary in your Cover Letter.