

Express Credit is a global consumer finance company operating in Botswana and 5 surrounding countries, including Zambia, Namibia, Malawi, Eswatini and Lesotho. Our company helps individuals in a need of short-term and long-term financial solutions – all of which make a meaningful and lasting impact on the local communities. Since 2017, ExpressCredit has more than tripled its global operations and grown to over 350 employees in Botswana and 1000 employees worldwide. We have our footprints across Botswana with 10 branches in Gaborone Main Mall, Gaborone Station, Maun, Palapye, Mahalapye, Jwaneng, Lobatse, Kanye, Molepolole and Fransictown. If you want to work for a dynamic, forward-thinking and socially responsible financial services provider we are the right match for you!

1. Chief Financial Officer

Chief financial officer(CFO) responsible for managing the financial actions of EC and duties include among other the tracking cash flow and financial planning as well as analyzing the company's financial position.

Experience Requirements and Skills

- Minimum Bachelor's Degree in Finance or Accounting, ACCA, CIMA, or any other relevant field.
- At least three years' experience in managing microfinance operations in an MFI or Bank setting under regulated environment.
- Being a chartered accountant is a requirement.
- Must be a member of a professional body BICA.
- Understanding of advanced accounting, regulatory issues, and tax planning.
- Working knowledge of how to raise capital outside traditional lines of credit.
- Experience in Group reporting is a must.

Job Responsibilities

- Assist in formulating the company's future direction and supporting tactical initiatives.
- Monitor and direct the implementation of strategic business plans.
- Develop financial and tax strategies.
- Manage the capital request and budgeting processes.
- Develop performance measures that support the company's strategic direction.
- Participate in key decisions as a member of the executive management team.
- Maintain in-depth relations with all members of the management team.
- Manage the accounting, investor relations, legal, tax, and treasury departments.
- Oversee the financial operations of subsidiary companies and foreign operations.
- Manage any third parties to which accounting or finance functions have been outsourced.
- Oversee the company's transaction processing systems.

2. Chief Operations Officer

The Chief Operating Officer (COO) is directly responsible for developing and executing the internal operational strategies necessary to achieve the goals and objectives of Express Credit Botswana. The COO will ensure the internal daily planning, implementation, management and oversight of the organization. The Chief Operating Officer will directly supervise organizational administrators.

Experience Requirements and Skills

- Proven experience as Chief Operating Office or relevant role.
- Understanding of business functions such as HR, Finance, marketing etc.
- Demonstrable competency in strategic planning and business development.
- Experience in fundraising will be a plus.
- Working knowledge of data analysis and performance/operation metrics.
- Working knowledge of IT/Business infrastructure and MS Office.
- Outstanding organizational and leadership abilities.
- Excellent interpersonal and public speaking skills.
- Aptitude in decision-making and problem-solving
- BSc/BA in Business Administration or relevant field; MSc/MBA is a plus.

Job Responsibilities

- Design and implement business strategies, plans and procedures.
- Set comprehensive goals for performance and growth.
- Establish policies that promote company culture and vision.
- Oversee daily operations of the company and the work of executives (IT, Marketing, Sales, Finance etc.)
- Lead employees to encourage maximum performance and

dedication.

- Evaluate performance by analyzing and interpreting data and metrics.
- Write and submit reports to the CEO in all matters of importance
- Assist CEO in fundraising ventures.
- Participate in expansion activities (investments, acquisitions, corporate alliances etc.)
- Manage relationships with partners/vendors.

3. Investment and Financial Strategist

Investment and Strategist reports to the firm CEO Express Credit Botswana (who serves as the Portfolio Manager) and manages the processes, teams, and external partners required to create Express Credit investment products. The Investment and Financial Strategist is also responsible for limited portfolio construction (primarily, portfolio optimization) for existing and future Express Credit investment products. The Investment and Financial Strategist manages the work of the private Equities and Strategy Portfolio Management Teams, works closely with the Head of Business Development and Partnership and Chief Operations Officer, and plays an active role on the Strategy Team.

Experience Requirements and Skills

- Twenty-five years of relevant asset, investment and microlending management experience.
- Experience with quantitative and qualitative research and data management.
- Highly proficient in Google Sheets and/or MS Excel.
- Experience with data analysis.
- Highest attention to detail and consistent commitment to accuracy.
- Experience managing processes and teams to accomplish time-sensitive goals.
- Strong organizational skills and time management abilities.
- Strong written and verbal communication skills.
- Ability to work with a diverse range of investment and partners
- Strong knowledge of investment concepts, terminology, styles, models, and strategies.
- Experience with portfolio in investment, business setup, micro lending and performance measurement.
- Experience with Bloomberg Professional Services, specifically Bloomberg PORT optimization tool.

Job Responsibilities

- Perform financial due diligence and analysis on prospective projects and recommend an investment decision.
- Creating financial models that enhance return on investment of projects and financial planning.
- Analyzing company accounts, financial projections and advise the company on how to best position for investments.
- Provide updates on financial markets activities in order to right position the company in the local and the global market.
- Liaising with fund managers, company managers, stock market traders, stockbrokers and regulators with a view to expanding funding access while improving market perception.
- Conducting market research on the industry and gather market intelligence to enhance management of funds.
- Participating in financial briefing provided by the investment managers and analysts internally and externally.
- Maintain up to date information on the latest economic trend in the country, latest and any updates in the financial markets.
- Ensuring that all investment compliance regulations are met.

Submit your application and a copy of your latest CV, ID and certified educational certificates clearly marked the Job Post you are applying for on the subject line to; recruitmentbtw@expresscredit.co.bw

Only shortlisted candidates will be contacted. **Closing Date: 4**

December 2022