



British Virgin Islands
**ELECTRICITY
CORPORATION**

VACANCY

Applications are invited from suitably qualified Candidates to fill the position of **FINANCIAL CONTROLLER** – Finance Department.

1. **EXPERIENCE AND MINIMUM QUALIFICATIONS:**

The successful applicant should:

- Possess the minimum of a Bachelor's Degree in Accounting or Finance.
- Possess a professional accounting qualification (such as ACCA, CPA).
- Possess excellent oral and written communication skills.
- Possess principles of budget preparation.
- Have at least eight (8) years working experience in the discipline.
- Have at least three (3) years experience in a supervisory role.

2. **SALARY:**

Salary will be determined commensurate with qualification and experience.

3. **DUTIES:**

1. Ensure proper maintenance of the General Ledger.
2. Assist with the preparation of the annual budget.
3. Analyze all fuel receipts, lube oil and waste oil invoices to ensure accuracy in accordance with signed agreements.
4. Prepare financial statements to facilitate timely completion of yearly audits by the Corporation's external auditor.
5. Perform financial analyses as directed by the Chief Financial Officer and the General Manager.
6. Prepare and analyze the monthly and quarterly accounts for review.
7. Advise on accounting procedures and policies, giving guidance and recommendations on technical accounting issues to ensure financial and accounting activities are conducted.
8. Ensure the proper systems exist for the recording, receiving, posting and issuing of inventory in accordance with BVIEC's Financial procedures.
9. Assist with the preparation, checking and authorization of payroll.
10. Advise about payments, prepare and maintain records of all special projects.
11. Manage, develop and assist all employees directly and indirectly under your supervision.

Applications should be sent and addressed to:

**The General Manager
B.V.I. Electricity Corporation
Road Town, Tortola
British Virgin Islands**

CLOSING DATE FOR APPLICATIONS IS JUNE 22, 2022.