



EarthEnable Uganda LTD | www.earthenable.org | info@earthenable.org Plot 9, Kiira Lane Opposite
Nalubale Rafting, Jinja District | PO Box 7561 0800 332 332

Job Title: Senior Finance Associate

Company: EarthEnable Uganda Limited

Reports to: Financial Controller

Location: Jinja

Who We Are

At EarthEnable, we believe that our clients deserve our very best, that work should be fun, and that the best ideas could come from any part of the company. We celebrate each other's wins, learn from our setbacks, and are deeply proud of the impact we make every day. We believe that a home that doesn't make you sick, means more than living disease-free. It means pride and dignity in the place our customers most treasure: their homes. Being a part of our team means more than building housing products: it means building an organization and building a better future for rural families.

What We Do

EarthEnable is transforming the way people live, by making homes healthier for families across rural Rwanda and Uganda. 80% of Rwandans live in homes with dirt floors which are dusty, unsanitary, and fertile breeding grounds for parasites and germs. While replacing a dirt floor with concrete has significant health benefits (e.g. reducing diarrhea by 50% and parasitic infections by 80%), concrete is unaffordable for many who need it.

EarthEnable addresses this pressing and ubiquitous problem by selling high-quality, earthen floors that are 80% cheaper than concrete with 90% less embedded energy. Earthen floors are already prevalent in modern homes in the United States and are composed of natural materials (gravel, clay, sand, and laterite).

EarthEnable trains and hires local masons to install the floors which are sealed using a proprietary drying oil that makes them waterproof, strong, and polished. In our first 5 years of operations, EarthEnable has installed ~8,000 floors for ~35,000 individuals and employed over 500 staff. We are looking for a reliable company senior finance associate to assist the company with all finance-related duties. The main responsibilities include, but are not limited to:

- Documenting all financial transactions by entering account information
- Prepares asset, liability, and capital account entries
- Substantiates financial transactions by proper checking & Keeping of documents
- Maintains accounting controls by preparing and recommending policies and procedures
- Guides accounting clerical staff by coordinating activities
- Reconciles financial discrepancies by collecting and analyzing account information
- Secures financial information by completing database backups
- Prepares payments by verifying documentation, and requesting disbursements.
- Management of taxes and other statutory obligations
- Provides financial information to management by analyzing accounting data & preparing reports.
- Management of accounts receivables transactions
- Management of accounts payables transactions
- Management of payroll transactions
- Management of inventory related transactions
- Special projects as assigned by supervisor

Requirements

1. The ideal candidate should be aligned to the EarthEnable's core values
 - ❖ Take pride in our impact on health. Work passionately to change the way people live
 - ❖ Set the bar for customer care. Exceed their expectations every step of the way
 - ❖ Work hard and work together to achieve our most ambitious goals and dreams
 - ❖ Be resourceful and responsible with money; our impact depends on it
 - ❖ Treat everyone with the fairness, empathy, and concern with which we expect to be treated
 - ❖ Celebrate diversity while building a culture of inclusivity
 - ❖ Trust each other to have the humility to support and the vulnerability to be supported.
2. The ideal candidate should have a minimum of a bachelor's degree in Business Administration, Commerce, Business Statistics, Finance, Accounting and at least level 3 CPA or ACCA
3. The ideal candidate should have at least 2-3years experience in a finance related position
4. The Ideal candidate should have good verbal and written communication skills, interpersonal skills, organisational skills, excellent time management skills, strong analytical skills, a team player and willing to learn
5. Proficient with Microsoft office. Other software packages like quick books, salesforce are an added advantage

To apply, please deliver hard copies of your CV, academic transcripts to our head office in Jinja or send soft copies to gloria@earthenable.org. The deadline for receiving applications will be 1st,February,2022.