

NOTICE OF VACANCY

The National Empowerment Foundation (NEF) is looking for a qualified, experienced and dedicated person who wish to be considered for employment on a contract basis for the post of:

Finance Manager

Qualifications and Experience:

A. Candidates should be:

(i) fully qualified as an Accountant and are member of the ACCA, CIMA or the Institute of Chartered Accountant

OR

an equivalent qualification acceptable to the Board of the National Empowerment Foundation (NEF);

AND

(ii) reckoned at least five years' post qualification experience.

The onus is on the candidates to produce the equivalence for the required qualifications.

B. Candidates should also:

- i. possess good interpersonal, communication and report writing skills;
- ii. possess excellent leadership, analytical and problem solving skills;
- iii. be proficient in IT office tools as well as statistical and data interpretation skills;
- iv. be familiar with modern financial operations tools and techniques; and
- v. be proactive and be able to meet tight deadlines.

Candidates should produce written evidence of experience/knowledge claimed.

Salary scale (NEF 20):

Rs 59700 x 1625 – 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 83000

Main Responsibilities and Duties

Prospective candidates are requested to visit the NEF website <http://www.nef.mu> to take cognizance of the desired profiles, main responsibilities and duties of the above post.

General Terms of Employment

- i. Employment of the selected candidates will be on a contract basis.
- ii. Candidates must be prepared to operate independently, work under pressure and outside normal office hours, including Sundays and Public Holidays.

Mode of Application

- All applications should be made on the prescribed form and accompanied by copies of relevant educational/professional certificates and evidence of work experience.
- Application forms may be downloaded from our website <http://www.nef.mu> or obtained at the Reception Counter of the NEF, 7th Floor, Garden Tower, La Poudrière Street, Port Louis, between 0900 Hours and 1600 Hours on weekdays.
- The post applied for should be clearly marked on the top left-hand corner of the envelope.

All applications should be sent by registered post to the Officer-in-Charge, National Empowerment Foundation, 7th Floor, Garden Tower, La Poudrière Street, Port Louis, at latest by 14 February 2020, at 1500 Hours.

- Notes:** (i) Late applications and applications not made on prescribed form will not be considered.
(ii) Only the best candidates will be called for the selection exercise.
(iii) The NEF reserves the right not to make any appointment as a result of this advertisement.

Date: 17 January 2020