



CITIZENSHIP BY INVESTMENT UNIT

1st Floor, Ministry of Finance Building, P.O. Box 597, Golden Rock, St Kitts, St Kitts and Nevis, West Indies

FINANCE MANAGER

CIU is looking for a **FINANCE MANAGER** to assist senior management and the executive team with making sound financial decisions. This person will use data-driven analysis to advise on appropriate strategies to improve financial health and well-being.

Duties & Responsibilities

- Oversight - oversight of the end-of-month, -quarter, -year processes, including reconciliations and financial statements.
- Decision support - research factors critical to business performance. Interpret financial data and provide commentary, analysis, advice, reports and recommendations on actual performance and improving performance to senior management and the executive team for decision making.
- Financial planning - analyze financial data to identify trends and opportunities. Develop and implement financial plans to promote sustained growth and profitability. Set goals and provide a framework for meeting them.
- Budgeting and forecasting - manage budget preparation. Analyze variance around the budget. Prepare financial forecasting reports.
- Procedures and controls - manage an audit of accounting and financial processes.
- Cost management - review financial reports and find ways to reduce costs.
- External stakeholders - develop relationships with the regulator, auditor, legal advisors and bankers.
- Achieve or exceed key performance indicators (KPIs) set by executive leadership.

Qualifications & Experience

- 5+ years of experience in a finance or accounting role.
- Professional certification is a plus.
- Master's degree in accounting, finance or business.
- Management experience.
- Understanding of financial data analysis.



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- Experience in evaluating cost-reduction opportunities.
- Understanding of financial trends.
- Strong knowledge and understanding of standard accounting (IFRS and GAAP) and finance best practices.
- Working knowledge of local statutory and regulatory requirements.

Person Specifications

- Must be able to maintain strict confidentiality in performing the duties of the position.
- Superior technical accounting knowledge.
- Strong mathematical, statistical and analytical skills.
- Strong verbal, written and visual communication skills.
- IT skills, including fluency with advanced features of various software applications including proficiency with Microsoft Office Suite and other database software/applications.
- Demonstrated self-motivated and team-oriented qualities.
- Ability to work under pressure and towards deadlines.
- Strong eye for nuance and detail.

To Apply

Please submit your CV and a cover letter attention:

Attention: The Board of Governors of Citizenship By Investment

P.O. Box 597
1st Floor Ministry of Finance Building
Golden Rock
St Kitts, West Indies

Online Applications:

Email: boardofgovernors@sknciu.com