



OPPORTUNITIES FOR EMPLOYMENT

TONGA DEVELOPMENT BANK

Applications are invited from suitably qualified candidates for the post of **Group Chief Finance Officer (CFO)** at Tonga Development Bank (TDB) Head Office, Nuku'alofa. The Bank is looking for a professional who will lead a dynamic Finance and Accounting Team in providing development and commercial banking services to the people of Tonga. This position reports directly to TDB's Chief Executive Officer and work closely with the Board of Directors.

Group Chief Finance Officer

Job purpose: To plan, organise, direct and monitor the daily operations of the Accounting, Finance, Investment, Budgets and Back Office areas of the Group. This includes developing and training team members to strengthen required competencies and results.

The post is an Executive position and is responsible for:

1. **Financial Reporting:** To maintain accurate, effective and timely financial reporting systems of the Bank:
2. **Budgetary controls:** To coordinate the preparation of the Bank's budget so that the annual budget and budget review processes are complete, effective & timely.
3. **Accounting Support Services:** To control, review, train and oversee the Accounting Support Services.
4. **Fixed Assets:** To manage and monitor the Bank's policies and guidelines regarding fixed assets.
5. **Investment Management:** To control, direct, review and monitor the investment management policies and guidelines of the Bank.
6. **Accounting Systems and policies:** To review and recommend changes in the Accounting Systems and, policies, and procedures of the Bank regularly & timely.
7. **People Management:** To develop and motivate an effective high performance and well trained Accounting Staff.

Key Skills required for the post of Group Chief Finance Officer: The successful applicant should have excellent attitude to work with drive and motivation, sound judgement, good at managing software tools for planning, organising, follow up, initiative and strategic leadership qualities. Applicant should be energetic, fully committed to achieving the objectives of the position. Other strong competencies and proven skills required include:

- Management and Leadership skills
- Technical and professional skill in Accounting and Financial Management.
- Banking and Treasury Management Skills
- Interpersonal Skills
- Time Management

Qualifications: The minimum qualification is a tertiary qualification in Business Financial Management, Accounting, or relevant fields with more than 5 years of working experiences and must be a Chartered Accountant or holds a CPA membership in a professional accounting bodies with at least 3 years' experience in Technical and Professional skills in Finance and Banking environment.

Remuneration: An attractive remuneration package commensurate with qualifications and experience of the successful candidate.

Benefits: Attractive benefits are also available including staff loans, retirement scheme and excellent opportunities for advancement.

Applications: Applicants from other organizations or Government Departments must apply through their Head of Department or Employers. Application letters must be addressed to: Chief Executive Officer, Tonga Development Bank, Fatafehi Road, P.O Box 126, Nuku'alofa. Application forms are available online on TDB website www.tdb.to All applications must be submitted no later than **4.00pm on 31st May 2022**