

## **POSITION DESCRIPTION**

Kumul Minerals Holdings Limited

### **AM5091 - Financial Accountant**

**Kumul Minerals Holdings Limited (KMHL)** is the National Mining Company of Papua New Guinea (PNG), operating as a commercial enterprise, principally in mineral exploration, development, production, processing and marketing activities. KMHL is mandated as the exclusive nominee to hold and manage mining investments on behalf of the Independent State of Papua New Guinea.

KMHL currently holds an interest in Ok Tedi Mining Limited (67.7%), Bougainville Copper Limited (17.4%) and is focused on investing in quality mining projects to create more value for our shareholders.

Successful candidates are required to drive strategic direction, retention, growth and expansion through proactive thought leadership and demonstrated value - added advocacy. These are dynamic positions and you must be comfortable with frequent multi-tasking between strategic management, technical, business, finance, and planning activities which are vital for the successful delivery of the roles' responsibilities.

KMHL is now inviting **exceptional candidates** to apply for this opportunity that will play a key role in shaping the future of PNG's National Mining Company. This position is based in Port Moresby.

### **FINANCIAL ACCOUNTANT**

The Financial Accountant will be responsible for KMHL's general ledger maintenance, assisting and evaluating the effectiveness of the internal control systems, accounting and performing internal audits and assisting accounting staff with other responsibilities.

#### **Key Responsibilities:**

- Coordinating accounting functions and programs
- Preparing financial analyses and reports
- Maintaining and reconciling balance sheet and general ledger accounts
- Conducting internal audits and assisting with annual audit preparations
- Investigating and resolving audit findings, account discrepancies, and issues of non-compliance
- Monitoring and reporting on accounting inconsistencies
- Preparing monthly, quarterly and annual reports
- Preparing budgets for the organization
- Keeping up-to-date with financial policies, practices, and regulations
- Complying with state and tax regulations and overseeing tax payments
- Contributing to the development of new or amended accounting systems, programs, and procedures
- Training of direct reports where required to transfer knowledge and information.

#### **Expected Competencies:**

- Bachelor Degree in Business, Commerce (Accounting), Finance or equivalent
- Minimum 10 years Financial Accounting experience in the Mining or similar industry
- Demonstrated experience supervising direct reports and conducting costs analyses
- Strong working knowledge of Generally Accepted Accounting Principles (GAAP)
- Strong understanding of bookkeeping competencies and high-level Microsoft Excel skills

## **APPLY NOW**

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the application form and follow the website instructions to forward to us including a detailed CV and three current referees. A full PD can be requested from our office.

Alternatively, please call us on (+675) 7500 7500 or email [recruitment@vanguard.com.pg](mailto:recruitment@vanguard.com.pg)

**Applications close COB Friday 22<sup>nd</sup> April 2022**

**Only shortlisted applicants will be contacted**

To apply for this position:

- Download and complete the Application Form from <http://www.vanguard.com.pg>.
- Email the application to [recruitment@vanguard.com.pg](mailto:recruitment@vanguard.com.pg) together with a copy of your CV in MS Word format.

**Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview**