



Tanzania Mortgage Refinance Company Limited (TMRC) is a private sector financial institution owned by commercial banks and other housing related institutions. The purpose of TMRC is to support banks to do mortgage lending by refinancing banks' mortgage portfolios on long term basis. TMRC is a Secondary Market Mortgage Liquidity Facility (MLF) for banks. ([www.tmrc.co.tz](http://www.tmrc.co.tz)).

TMRC is hereby inviting applications from suitable qualified candidates to fill in the following vacant position currently existing in the company:

**JOB TITLE : Treasury and Investment Manager**

**REPORTS TO : Chief Finance Officer**

**LOCATION : Dar es Salaam**

### **Overall Job Function**

The incumbent will be responsible to oversee company's budget, financial planning and advice TMRC management on funding and investment strategy.

### **Key responsibilities:**

- Oversee TMRC funding side;
- Ensure use of TMRC funds complies with conditions set by financiers;
- Ensure that fund raising and mobilization complies with relevant laws and regulations;
- Manage TMRC on-balance sheet assets and liabilities optimally to support the business needs;
- Advice management on the implications of strategic and operational plans;
- Advice on budget revision;
- Management of long and short term cash flow and working capital/liquidity management;
- Design and implementation of hedging strategies to mitigate financial risks, primarily managing interest rate risk and liquidity management;
- Advising Chief Finance Officer (CFO) on short term cash surplus investment in money market instruments;
- Manage company borrowing in and investment activity;
- Support long term capital markets activities, including public debt issuance;
- Ensure compliance with internal controls, policies and procedures;
- Secretary to TMRC ALCO meetings;
- Develop and monitor treasury operational policy and manual;
- Prepare and deliver presentations to Financiers/ Investors; and
- Perform any other duties as assigned by CFO.

### **Required Qualifications and experience needed:**

- I. Bachelor degree in Accounting, Finance, Economics, Commerce or equivalent qualifications. Master degree will be added advantage;

- II. Must be a Certified Public Accountant (CPA) registered with the National Board of Accountants and Auditors in Tanzania (NBAA);
- III. At least 5 years of experience in Treasury preferably in banks and/or financial institutions;
- IV. Familiar with IPPF and IFRS;
- V. Well knowledgeable and experienced in banking operations or financial institutions; and
- VI. Managerial experience will be an added advantage

**Mode of application:**

Qualified candidates are encouraged to apply **online only** through [hr@tmrc.co.tz](mailto:hr@tmrc.co.tz) indicating the address below and enclosing the following;

1. An application letter showing how they meet the position requirements
2. Comprehensive Curriculum Vitae
3. Contact address including telephone number(s) and/or e-mail address(s)
4. Names and full address of three (3) professional related referees.

**Closing date:**

Applications will be considered valid if sent/received before or by **20<sup>th</sup> April 2018**

**Only short listed applicants will be contacted**

**Human Resources & Administration Manager,  
Tanzania Mortgage Refinance Company,  
P.O Box 7539,  
Dar es Salaam.  
Tanzania.**