

JOB ADVERTISEMENT

Position: Business & Financial Analyst

Department: Central ALL

Reports To: Group CFO

Supervision: None

Employment Type: Permanent

Location: Head Office- Nairobi

PURPOSE:

The Business and Financial Analyst will play a key role in analyzing financial data, business performance, and market trends to support decision-making and strategic planning. The position entails assessing financial reports, identifying risks and opportunities, and providing insights to improve operational efficiency and profitability. The analyst will collaborate with cross-functional teams to ensure accurate budgeting, forecasting, and financial modeling. Additionally, they will contribute to regulatory compliance, performance metrics, and long-term business growth. Strong analytical, problem-solving, and communication skills are essential for this role to drive data-driven recommendations and support the company's financial objectives.

KEY PRIMARY RESPONSIBILITIES:

Group Business and Financial Analysis:

- *Market Review:* Conducting market research to understand industry trends and competitive landscapes.
- *Performance Analysis:* Analyzing financial statements, key performance indicators (KPIs), and other relevant data to assess the financial health of an organization.
- *Ratio Analysis:* Calculating and interpreting financial ratios to identify trends, compare performance to industry benchmarks, and assess liquidity, solvency, profitability, and capital adequacy.
- *Financial Analysis:* Develop detailed financial models to forecast future performance, including income statements, balance sheets, and cash flow statements.

Financial Modeling & Valuation (Acquisition Targets) :

- *Financial Modeling:* Creating financial models for valuation purposes.
- *Conduct Valuation Analyses:* Employ various valuation methodologies (e.g. discounted cash flow, comparable precedent transactions) to determine the intrinsic value of companies or assets.
- *Prepare Valuation Reports:* Document valuation methodologies, assumptions, and conclusions in clear and concise reports for review by management.

Mergers & Acquisitions (M&A) Support :

- *Drafting Offer Memoranda:* Provide assistance in drafting offer memoranda and review of any term sheets or memorandum of understanding.
- *Transaction Structuring:* Provide support in structuring M&A deals, including determining deal terms, financing options, and tax implications.
- *Due Diligence:* Plan and provide support in conducting financial, legal, commercial and operational due diligence on target companies. Assist in agreeing the scope of due diligence and agreeing the terms of engagement of any external advisors. Monitoring the progress against plan.
- *Data Analysis:* Collecting, organizing, and analyzing datasets to identify patterns, trends, and insights that inform business decisions.
- *Transaction Support:* Support the team in the review of Due Diligence Reports and Transaction Documents and in Completion of a transaction.



Other Advisory Services:

- *Other Business Opportunities:* Analyze the financial viability of any new projects that the Group may wish to pursue. Develop financial models for analyzing the rate of return using different financing options (e.g. equity, debt and equity etc.).
- *Other services:* Carry out such other work as the Strategy Committee may direct.

Decision Support :

- *Providing Recommendations:* Based on analysis, provide recommendations to management on investment decisions and strategic initiatives.
- *Preparing Presentations:* Develop compelling presentations for Management review and presentation to the Strategy Committee.
- *Collaboration:* Working closely with other team members, such as finance, actuarial and operations.
- *Support strategic planning:* Assist the management in developing and implementing effective business strategies.

ACADEMIC QUALIFICATIONS

- A bachelor's degree in finance, accounting or economics, or a related field is typically required.

PROFESSIONAL QUALIFICATIONS

- Professional certifications like the Chartered Financial Analyst (CFA), Certified Public Accountant (CPA) or (ICIFA)Institute of Certified Investment and Financial Analysts

KNOWLEDGE AND EXPERIENCE

- 2+ years of relevant experience.

SKILLS AND ATTRIBUTES

Essential Skills

- **Financial Modeling Proficiency:** Expertise in building and manipulating complex financial models in Excel / specialized software.
- **Financial Reporting & Analysis:** Understanding of accounting principles and the ability to analyze financial statements (including ratio analysis).
- **Data Analysis & Interpretation:** Ability to analyze complex financial data and identify key trends and drivers.
- **Valuation Methodologies:** Good understanding of various valuation techniques and their appropriate application.

Technical Skills

- **Proficiency in Microsoft Excel:** Excel skills are crucial, including functions like VLOOKUP, HLOOKUP, pivot tables, macros, and data visualization.

Soft Skills

- **Communication & Presentation Skills:** Ability to clearly and effectively communicate and present information.
- **Business Acumen:** Understanding of business principles, industry trends, and market dynamics.
- **Problem-Solving & Critical Thinking:** Ability to identify and solve problems, think critically, and make sound business decisions.
- **Teamwork & Collaboration:** Ability to work effectively in teams and collaborate with colleagues from different departments.

Attention to Detail: High level of accuracy and attention to detail is essential for financial analysis

Strong preference will be given to candidates with the above qualifications, skills, and experience. If your career aspirations match this exciting opportunity, please apply at <https://apollogroupprec.peopleshr.com/> on or before **31st January 2025**. As part of the application process, you will be directed to our online portal to create an account and submit your application. Only shortlisted candidates will be contacted.

APA Apollo Group is an equal-opportunity Employer.

