ADVERTISEMENT

Meru County Microfinance Corporation is a County Corporation established under the Meru County Microfinance Corporation Act, 2014 with the mandate of providing microfinance services to Small and Medium enterprises.

MANAGING DIRECTOR (1 Position)

In furtherance to the above, the Corporation is seeking to recruit a highly motivated, visionary, dynamic and result oriented candidate to fill the position of the Managing Director, who will drive the organization to deliver on its mandate.

Overall Job Purpose
Reporting to the Board of Directors, the Managing Director will provide sound, focused leadership and have the overall responsibility in formulating, determining and implementing the general policy for the Corporation.

Key Responsibilities

I. Ensure overall effective performance of the Meru County Microfinance Corporation;
II. Provide strategic leadership and direction in the formulation, development, implementation and evaluation of the Corporation’s Strategic plan;
III. Provide regular reports and quality information to the Meru County Microfinance Corporation Board of Directors on all matters of significance as well as recommending significant operational changes and major capital expenditures so that they can properly discharge their mandate effectively;
IV. Develop, promote and implement sound business, legal and regulatory framework to support the Meru County Microfinance Corporation realization and delivery through the establishment of effective policies, strategies, systems, processes, procedures and practices for planning, implementation and evaluation of the Meru County Microfinance Corporation Plans.
V. Develop and implement business policies, strategies and programs designed to position Meru as the preferred Microfinance hub.
VI. Develop strategies for creating high performance organizational culture based on transparency, integrity, accountability, performance measurement and results to ensure Meru County Microfinance Corporation is run on sound management principles and practices.
VII. Develop and implement effective human resource management policies and systems for hiring, performance assessment, training and development, dispute resolutions, pay and benefits, employee
welfare programmes, equal opportunity as well as terms and conditions service designed to contract, develop, motivate and retain high calibre staff.

VIII. Develop and implement financial management policies and systems for monitoring and reporting financial performance to ensure proper management and accountability of funds in line with financial budgetary policies and procedures of government and other stake holders.

IX. Develop and implement procurement policy to ensure goods and services are purchased with regard to economic effectiveness and efficiency in full compliance with Meru County Microfinance Corporation policy on the procurement and disposal of property.

X. Develop and implement effective communication and Public relations Strategy and policy to ensure that the Meru County stakeholders have access to information they need to make informed decisions that will support the preparation and implementation and to support Meru County Microfinance Corporation deliver its goals and objectives.

XI. Provide guidance and advice to Meru County Microfinance Corporation Board for the formulation of Board Policies, Decision making and problem solving.

XII. Create and maintain strong collaborations, linkages, networks and partnerships with key stakeholders such as Government Agencies, Civil Society, Private sector development partners and the public.

XIII. Any other responsibilities as may be necessary to achieve the corporation’s objectives

Key qualifications and experience

i. Master’s Degree in Business, Accounting, Finance or any other related field from a recognized university is an added advantage.

ii. Degree in Economics, Business, Law, Finance, Accounting or any other related field from a recognized university

iii. Must have not less than five (5) years’ relevant experience in business management

iv. Demonstrate high degree of professional competency, administrative capabilities, strategic initiatives and a thorough understanding of public sector policy and reforms, corporate planning and relevant legislations that impact on attainment of the corporate goals.

v. Member of a recognized professional body in good standing is an advantage.

vi. Applicants with bias in microfinance and experience in microfinance management will have an added advantage.

vii. Proven ability in resource mobilization, networking and linkages with development partners or organizations.

viii. Excellent communication, interpersonal and negotiation skills.

ix. Must be compliant with the provisions of Chapter 6 of the constitution.

How to apply

If your career profile matches the requirements of this position, please submit your application with a detailed CV indicating your qualifications, experience, referees, present position, e-mail address and mobile number with copies of certificates and testimonials and a copy of ID on or before 22nd June 2018 to:

The Chairperson, Board of Directors,
Meru County Microfinance Corporation,
P.O BOX 2564-60200,
Meru.

MERU COUNTY MICROFINANCE CORPORATION is an equal opportunity employer.