

## **C: POSITION: MANAGEMENT ACCOUNTANT (ONE POST)**

Othaya-Mukurwe-ini Water and Sanitation Company PLC (OMWASCO) is a public water service provider wholly owned by the County Government of Nyeri. The Company operates under the provisions of the **Water Act, 2016**, with the mandate of providing sustainable, safe, and reliable water and sanitation services to residents of Othaya and Mukurwe-ini Sub-Counties.

In line with our mission to deliver quality and affordable services, the Company seeks to recruit a highly competent, proactive, and results-oriented individual to fill the position of **Management Accountant, Grade OM6**.

### **Overall Responsibility**

The Management Accountant will be responsible for preparing timely, accurate, and comprehensive management and financial reports, ensuring compliance with statutory requirements, and supporting sound financial planning and decision-making.

### **Key Duties and Responsibilities**

The successful candidate will report to the **Commercial Manager** and will be responsible for:

- Preparing periodic cash flow statements aligned with revenue collection.
- Preparing monthly creditors' reports and managing payments to suppliers.
- Ensuring timely remittance of statutory payments to relevant authorities (KRA, WASREB, AOG, WRA, SHA, NSSF).
- Maintaining accurate debtors' control accounts and updating customer payments through reconciliations.
- Compiling and analysing financial data to produce monthly, quarterly, and annual reports in compliance with accounting standards.
- Implementing and maintaining effective internal control procedures.
- Reviewing and confirming payroll before disbursement.
- Consolidating annual departmental budget estimates and monitoring expenditure against approved budgets.
- Ensuring compliance with all financial statutory requirements.
- Evaluating and advising on cash flow trends and financial performance.
- Maintaining proper books of accounts.
- Performing any other duties as may be assigned.

### **Minimum Qualifications and Requirements**

Applicants must meet the following requirements:

1. A **Bachelor's Degree in Commerce (Accounting/Finance option)** or equivalent qualification from a recognized institution.
2. Must be a **Certified Public Accountant of Kenya (CPAK)** and a full member of ICPAK in good standing.
3. At least **five (5) years of relevant post-graduate experience** in a medium or large commercial organization.
4. Demonstrated knowledge of accounting and financial management practices.
5. Proficiency in computerized financial systems.
6. Ability to work under minimum supervision and meet strict deadlines.
7. Compliance with the provisions of **Chapter Six of the Constitution of Kenya, 2010**.

#### Key Competencies and Skills

- High integrity and ethical standards.
- Strong analytical and problem-solving skills.
- Excellent interpersonal and communication skills.
- Proficiency in IT applications.
- Effective planning, organizational, and time management abilities.
- Teamwork and collaboration skills.

#### Terms of Employment

The appointment will be on a **three (3) year renewable contract**, subject to performance.

#### Application Procedure

Interested and qualified candidates should submit their applications enclosing:

- A detailed and up-to-date **Curriculum Vitae (CV)**.
- Certified copies of academic and professional certificates.
- National Identity Card or Passport.
- Contact details of at least **three (3) referees**.
- Clearance/Compliance Certificates in line with **Chapter Six of the Constitution of Kenya, 2010** issued within 3 months from the date of application from:
  - Higher Education Loans Board (HELB)
  - Kenya Revenue Authority (KRA)
  - Ethics and Anti-Corruption Commission (EACC)
  - Credit Reference Bureau (CRB)
  - Directorate of Criminal Investigations (Police Clearance Certificate)

Applications should be submitted in a sealed envelope clearly marked “**Application for the Position of Management Accountant**” and addressed to:

The Chairman  
Board of Directors  
Othaya-Mukurweini Water and Sanitation Company PLC (OMWASCO)  
P.O. Box 482 – 10106  
Othaya, Kenya

**Hand-delivered, courier, or postal submissions will be accepted.**

**Application Deadline**

All applications must be received on or before **23rd September 2025 at 11:00 a.m.**

Only shortlisted candidates will be contacted.

**Note:**

OMWASCO PLC is an **equal opportunity employer**. Women, persons with disabilities, and candidates from special interest groups are strongly encouraged to apply.