

JOB ADVERTISEMENT: FACTORY ACCOUNTANT

Location: Tea Factory

Department: Finance Department

Reports To: Group Finance Manager

Vacancies: 7

Application Deadline: 20th January 2026

JOB OVERVIEW

The Factory Accountant will be responsible for ensuring the effective financial performance of the Tea Factory, in line with the highest manufacturing, governance, and fiscal standards.

The role serves as a key business partner to factory operations, with a strong focus on cost management, statutory compliance, and end-to-end financial integrity. The successful candidate will oversee Procure-to-Pay (P2P) processes, tax management, treasury functions, and fixed asset controls, supporting Kipchimchim Group's broader financial objectives and long-term sustainability.

DUTIES AND RESPONSIBILITIES

- Provide leadership in budgeting, planning, and cost reviews to drive gross margin improvement and minimize cost of production.
- Oversee the Procure-to-Pay (P2P) process, including supplier reconciliations, eTIMS compliance, and timely payments to farmers and vendors.
- Manage end-to-end tax compliance (PAYE, CIT, WHT, VAT) and coordinate with tax consultants and revenue authorities.
- Lead treasury functions, including liquidity management, accurate cash flow forecasting, bank reconciliations, and loan management.
- Partner with Factory Managers to implement best manufacturing practices that enhance operational cost-effectiveness.
- Coordinate with the Stocks Accountant on stock-taking exercises, variance reconciliation, and implementation of corrective actions.
- Manage fixed assets and ensure accuracy and integrity of all journal postings from operations.
- Prepare statutory financial statements and ensure timely production of signed and audited financial reports.
- Oversee and develop direct reports while maintaining robust financial controls and information security systems.
- Handle credit management, debtor follow-ups, and management of the company imprest system.

- Attend management meetings and provide financial analysis to support informed decision-making.
- Perform any other duties as assigned by the Group Finance Manager or the Directors.

KEY QUALIFICATIONS

- Bachelor's degree in Accounting, Finance, or a related business field.
- A minimum of **three (3) years' relevant experience**, preferably in a manufacturing or factory environment.
- Professional accounting qualification (CPA-K or ACCA) is mandatory.
- Strong knowledge of International Financial Reporting Standards (IFRS) and IAS.
- Proficiency in ERP systems, QuickBooks, and advanced Microsoft Excel.
- Proven experience in team management and staff development.

KEY SKILLS AND COMPETENCIES

- Strong financial planning, budgeting, and operational cost-control skills.
- Demonstrated expertise in tax compliance and statutory reporting.
- Excellent analytical, numerical, and problem-solving abilities.
- Strong leadership, communication, and interpersonal skills.
- Ability to work under pressure and meet strict reporting deadlines.
- Growth-oriented mindset with a proactive and results-driven approach.
- High level of integrity, attention to detail, and organizational discipline.

HOW TO APPLY

Interested candidates should submit their applications via email to:

 recruit@kipchimchimgroup.com

Applications should include:

- A detailed Curriculum Vitae (CV)
- A cover letter highlighting relevant qualifications and experience
- Copies of academic and professional certificates and supporting documents

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Kipchimchim Group is an equal opportunity employer. Only shortlisted candidates will be contacted.