



## ADVERTISEMENT FOR VACANT JOBS

The Microfinance Support Centre Limited (MSC) was incorporated in 2001 as a company limited by guarantee, as part of GOU's effort to promote access to affordable financial services for increased employment and wealth. The company offers affordable finance through its network of 13 regional offices spread throughout the country as well as through its networks of over 160 Agency SACCOs. It gives priority financing to enterprises in the agricultural value chain namely: production, value addition and marketing. Besides credit, MSC provides capacity building to its clients including SACCOs, Groups and Cooperative Unions to enable them enhance their sustainably.

Following the process of corporate renewal that the Company is undertaking, MSC seeks to recruit suitably qualified and highly skilled persons with integrity, energy and a strong passion to create wealth and have a real impact on the lives of active poor Ugandans. MSC, therefore, wishes to fill the following vacant position(s) in its establishment.

**Position:** Zonal Manager (1)  
**Reports To:** Regional Manager

### **Purpose:**

- Rolls out MSC Products and Services to prospective clients within the Zones
- Builds clients and institutional capacity within the designated zones to access and absorb MSC Products and Services.
- Maintain sound relationships and offer support/guidance to all stakeholders within the designated zones to market, source clients and institutions to access and grow MSC Credit & Investment Business Facilities in the field.

### **Key Result Areas:**

1. Promote and maintain customer service relationships in the Zone by attracting, retaining and ensuring client loyalty to MSC
2. Drive business growth and development of MSC's Products (Credit, Investment, grants, demonstration projects, grants) and Services) in the Zone/ Region.
3. Monitor business portfolio to avoid non-performing assets/investments within the Zone
4. Promote/create awareness of MSC brand of products & services within the Zone
5. Complies with MSC workflow processes and procedures in sourcing clients and business cases seeking MSC offerings in the market.

### **Key Accountabilities /Key Tasks:**

- Drives the business growth and development of MSC's Products (Credit, Investment, grants, demonstration projects and grants) and Services within the zone to grow business volume/portfolio both in quantitative & qualitative terms in the respective zones.
- Disseminate information and analyse market prospects, trends, risks and opportunities in the Zone to maximize & leverage MSC brand presence.
- Creates, promotes and maintains the highest client service standards/relationships within the zone to both existing and newly attracted businesses/customers to ensure retention and loyalty to MSC products and services.



- Analyse the performance of the zonal client portfolio (credit and grants) and report to the immediate supervisor.
- Establish within the zone an effective Sales Information System/database of clients and competitors.
- Provides capacity building services, engages and negotiates with clients seeking MSC products and services and ensures client's compliance with MSC policies and procedures
- Prepares periodic work plans, budgets and status reports on the Zone performance reports and submits them to Regional Managers/management.
- Identify the various operational risks of the respective zones and provide mitigation measures.
- Manage the performance and development of Zonal office staff and support them to meet the set targets.
- Monitor the zonal business credit and grant portfolio within agreed risk parameters at all times to ensure quality assets/investments.
- Constantly explore and enhance MSC's brand within the zone to attract the target markets to access MSC products and services.
- Translates MSC strategy into processes that nature and sustain new business relationships within the zone to grow & spread MSC products and services in the market
- Undertake to conduct sales research on competitors, analyse current and future services within the zone
- Review clients/institutional appraisal reports within the zone and provide technical advice to facilitate eventual approval and disbursement.
- Recover the loans disbursed in the respective zones.

#### **Qualifications and Experience:**

- Honours degree in any of the following fields; Business Administration or related business field from a recognized University / Institution.
- Master's degree in Economics, Commerce, Microfinance, Business Administration or any other related field from a recognized University / Institution is an added advantage.
- Certification in relevant fields will be an added advantage
- Possession of relevant professional qualifications in development finance will be an added advantage
- Proven experience in delivering development programs
- Six (06) years of progressive working experience in the financial services sector
- Possession of relevant computer skills is a must.

#### **Competencies/Person Specifications:**

- Ability to demonstrate excellent managerial skills.
- Ability to demonstrate a good understanding of Microfinance / financial institution management.
- Ability to demonstrate analytical skills, clear decision-making ability, and highest standards of integrity.
- Ability to demonstrate objectivity & impartiality with concern for accountability & achieve results.
- Ability to work under pressure with tight deadlines.



- Ability to build and manage diverse teams.
- Ability to identify problems, obstacles & opportunities, initiate action or make recommendations.
- Ability to further the development of others
- Ability to generate new ideas, develop creative approaches anticipate and lead change.

Candidates with the requisite qualifications and experience should send their applications with detailed Curriculum Vitae together with copies of certified academic certificates with at least 3 referees in properly sealed envelopes to the address given below clearly stating the job title applied for on the top right-hand corner, to be received no later than **15<sup>th</sup> March 2024 at 05:00 pm**. Applicants are encouraged to submit their job applications earlier before the closing date. Shortlisted candidates will be informed of the status of their applications by March 25, 2024.

**Job Applications should be addressed to:**

The Recruitment Specialist  
The Microfinance Support Centre Limited,  
Plot 32, Nakasero Road  
P.O. Box 33711 KAMPALA

At the point of submission of the job application, applicants will be required to fill out a Job Application Summary Form. MSC is an equal opportunity employer and is open to a transparent recruitment process. Any form of lobbying /canvassing for support will lead to the automatic disqualification of the concerned candidate. Submission of falsified academic documents and/ or false information regarding their experience and qualifications will lead to automatic disqualification and possible prosecution.