Position Description

Vacancy Title: **Manager Management Accountant**
Location: **Ranadi**
Reports To: **Chief Financial Officer (v 2.00)**

Objective

To provide accurate, reliable and timely management accounting information and support to Management & key stakeholders of Solomon Power on a daily, weekly & monthly basis, as required. Preparation of Annual Budgets and Financial Business Pans and for the accuracy and timeliness on monthly financial management reporting of the Authority at a corporate, regional and cost centre level. Responsible also for the evaluation of all capital projects and the management of working capital. Other accountabilities include the design and operation of financial modelling, budget systems and assist management in the formulation and implementation of Solomon Power's strategic direction with areas of expertise cover strategic management, organisational performance management and risk management. The position reports to the Chief Financial Officer.

Outcomes

Organisational Stakeholders

1. Strategic direction

- Support to the Chief Financial Officer for the wider divisional direction provided and active engagement in a lead role in strategic activities ensured
- In support of the Corporate Strategic Plan, facilitated, participated, supported and implemented the Finance Division Strategies and Action Plans
- Solomon Power's Corporate Strategic Plan and Finance Division Action plans disseminated to all team members and the wider division
- Team structured according to key functions and responsibilities including future deliverables
- Assisted in the effective delivery of the organisation's service quality commitments to internal stakeholders and external customers
- high level stakeholder management, managing relationships with internal & external parties and service providers managed and maintained

2. Effective and efficient management of the operation of the Management Accounting function

- Work Organisation
    - Smooth and efficient running of the Management Accounting section ensured
- Budget/Reporting/Forecasting
    - Ensure Solomon Power's annual budget and long-term forecasts established, managed and controlled:
        - financial and forecasting model for the business developed and maintained
        - Semi and annual "budget reports" for review by the Board prepared
        - Assistance and direction to managers with regards to the preparation of budgets and explanation of their monthly performance provided
        - Any variations to budgets and forecasts explained in management reports, including any future / potential exposures to the organization ensured
        - Capital works proposals and business cases analysed to ensure they are financially sound and provide an adequate return
        - Optimal results achieved from Solomon Power operations through continuous adequate business cash flow through collaborative monitoring with CFO
        - Approved capital expenditure budgeted adhered to at all times
        - Divisions and departments assisted with in the development and ongoing management of their budgeting and forecasting processes
        - Approved budgets allocations and spend against budget received by divisions and monitored and continuous updates provided
- Budget Re-Forecasting completed
    - Prepare Revised budget Forecast: Adjust revenue, expenditure, and other financial forecasts to reflect current expectations.
    - Review actual financial performance against the original budget to identify variances and their causes
    - Collect updated financial data, sales forecasts, expense projections, and other relevant information for the reforecast.
    - Review in compliance with financial policies, controls, and audit requirements.
- Detailed financial analysis of all Solomon Power's financial activities provided
    - Revenue and expenditure by location, management unit and project analysed and reports submitted as and when required
    - Business performance/results analysed and feedback to management provided
    - Monthly balance sheet analysis and review of the P&L completed
- Financial reporting systems for all operations within Solomon Power created and implemented
    - All relevant information to produce end of year statutory accounts for Solomon Power collated
    - End of year statutory accounts reports finalised by specified date and presented to the Board for review ensured
    - Accurate preparation / reporting of monthly financial results in strict accordance with the Authority's deadlines completed
    - Monthly balance sheet, profit and loss and cash flow reports Prepared and submitted to the Board
    - Timely reports to Management, CEO and Board regarding the financial performance of Solomon Power prepared and submitted
- Updated monthly divisional reports on Asset Management provided
    - systems to evaluate and protect Solomon Power's assets created and maintained
- The new tariff proposals Developed and implemented
    - Ensure the new tariff implementation completed
- Other Activities
    - CFO supported in the arrangement of any funding requirements for Solomon Power
    - corrective action Taken when required and problems addressed in a respectful and dignified manner ensured

3. Risk management system reviewed and reported

- A system of financial risk review and mitigation aligned to the Enterprise Risk Management Framework implemented and overseen
- Systems of reporting and control as appropriate to mitigate Financial Risks implemented and overseen
- Supported development and maintenance of mechanisms for billing, reporting and other financial transactions with third parties

4. Project management support ensured

- Expert and professional project accounting advice and services to senior project managers to ensure effective and compliant cost management provided
- Sound financial analysis, supporting commentary and advice to senior project managers provided to inform them of financial planning, budgeting, forecasting for operations and projects ensured

5. Well informed management through accurate and timely reporting

- Accurate & timely corporate reporting to the Executive team ensured
- Reports prepared and presented accurately and efficiently for Board presentation and submission ensured
- Timely assistance for preparation of accurate and compliant financial statements, reports and returns provided
- Collaborative assistance with Finance management team with month end, year-end reporting provided

6. Cash flow management ensured

Development and maintenance of a coordinated and consistent approach to finance, accounting, budget and cash flow management activities including the development and maintenance of business and financial models fully supported through active participation

7. Leadership and monitoring of staff ensured

- Leading, managing, training and development of Management Accounting team members ensured
- Team members' performance management:
  - Team members' work assigned; goals set and performance managed through annual assessments, identifying and recognising achievements
  - Improvement plans and development programs designed and monitored
  - key result areas aligned to corporate strategic objectives developed and implemented
  - relevant key performance indicators assigned
  - KPIs progress achievements monitored and evaluated
  - performance assessed and closed and end of the period report submitted
- Safe and secure work environment for team members maintained
- Ongoing coaching and mentoring provided to ensure performance improvement, employee growth, increased confidence and independence of staff
- Leadership, capacity building, mentoring on the job training for team members consistently provided
- Workforce planning activities implemented through:
  - reviewed departmental manpower needs
  - relevant role descriptions completed for each role
  - roles all filled
  - tasks and duties are assigned and delegated as and when appropriate
  - regular feedback and coaching provided
- Training & Development:
  - training needs analysis facilitated
  - training programs to enhance the competencies of staff members to deliver expected business outcomes prioritised and provided
- Succession planning for the team completed and potential talent for critical roles identified with structured and tailored training program to enhance technical, managerial and leadership competencies developed
- Responsible for leading, managing, training and development of Management Accounting team members
- organisational values and good corporate and governance practices regularly communicated with staff members
- supporting environment within the Department that motivates and guides staff members to align to Solomon Power’s strategic direction created and maintained
- Change management activities in the department successfully driven
- Contributed to a positive corporate image and information effectively delivered
- Continuous improved performance achieved through sound leadership
- Influence and inspiration provided for employees' ownership of Solomon Power’s vision, mission and strategic objectives
- The drive for ethical practices into Solomon Power’s processes and achievement of quality outputs supported
- a work culture conducive for collaboration created and encouraged
- Knowledge Transfer ensured
  - Conduct knowledge-sharing sessions with direct reports nominated to act in the role during your absence
  - Timely handover notes explaining management accounting systems, tools, and software used.
  - Inform key internal and external stakeholders about the transition as and when required.
  - Highlight any areas needing attention or follow-up
  - Establish a timeline for the handover process.
  - Schedule follow-up meetings to address questions or issues post-handover.
  - Offer support during the initial days of transition to ensure a smooth handover
- Pending Tasks & Projects
  - List ongoing projects, their status, deadlines, and next steps.
  - Assign responsibilities for pending tasks during the transition period

8. Efficient management of resources

- Department managed efficiently and effectively on sound business standards
- Contributed to the objective of maximising business performance and compliance with standards ensured
- Responsibilities to the Chief Financial Officer for the development, accountability and monitoring of the annual budgets fully achieved
- Operational costs according to approved budget levels managed
- Drove, advocated, communicated & implemented continuous improvements in processes, approaches & initiatives

9. Operationally compliant organisation

- All work undertaken and delivered by the team is managed in compliance with relevant legislation & codes, prevailing laws, organisational policies and procedures is ensured
- All procurement activities undertaken by the team managed according to procurement policies, commercially sound business practices that offer best value for money to Solomon Power adhered to
- non-compliance and risks associated with tasks carried out by others for the team identified and assessed with mitigating measures implemented by relevant stakeholders
- Confidential information of Solomon Power held by incumbent managed and maintained

10. A healthy, safe and OHS compliant Solomon Power

- Taking reasonable care of own health and safety and for the safety of other people, including people working under incumbent's supervision or direction who may be affected by his or her acts or omissions at the workplace ensured
- Compliance with lawful direction given by Solomon Power with respect to health and safety matters under current Safety acts and regulations

11. Environmental protection is prioritised at all times

- Ensure adherence to the requirements of the environmental systems
- Ensure compliance with specific environmental management procedures applicable to their work

12. Organisational Values promoted and demonstrated at all times

- Ensure support of the environment aligning deliverables to organisational values and strategic directions
- Organisational values and good corporate and governance practices are complied with in delivering outcomes ensured
- Uphold and role model Solomon Power Values

Responsibilities - Key Competencies

Competence	Description
Business	
Business Performance	Manage the performance of the organisation.
Planning	Deliver results by developing, reviewing or following a work plan, action plan or operational plan.
Systems and Procedures	Develop and/or apply procedures to assist the organisation achieve its goals.
Information Analysis	Make informed decisions by collecting and interpreting data and information
Documentation	Communicate using formal business writing.
Customer	
Customer Commitment	Demonstrate a commitment to customer service - both internal and external customers.
Commercial Focus	Optimize the commercial viability of the organisation.
Quality Focus	Deliver quality.
People	
Leadership	Utilise a leadership position to influence people and events and to increase performance.
Team Orientation	Work in a team towards a common aim.
Professional	
Technical Strength	Demonstrate knowledge of a specialist discipline.
Financial Application	Apply financial principles and practices.
Technology Application	Apply technology.

Qualifications

Qualification	Discipline	Notes
Preferred		
Degree	Accounting	

Work Knowledge and Experience

Must have at least five years' experience as a Management Accountant or in a senior accounting management position, with significant practical financial management experience in a commercial organisation

Proven leadership and people management skills

Proven computer skills and use of applications and systems with advance knowledge and application of EXCEL and accounting packages

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Demonstrated ability to manage and provide project based accounting services, and establishing and maintaining productive working relationships with key stakeholders

Knowledge of Solomon Islands legislation especially the Income Tax Act, Electricity Act & the State-Owned Enterprises Act

Knowledge of International Financial Reporting Standards and how they relate to Solomon Power

Requirements

Language Proficiency

Excellent command of English (written and oral)

Understands and speaks Pidgin English

Professional Associations

Membership of a professional accounting society

Other Required Statements

No other required statements found.

Interactions

Type	Interaction	Comments
Internal		
	Executive and Senior Management	
	Finance Team	
	Senior managers, managers and team leaders	
External		
	Donor Agencies	
	Financial institutions (financial and capital market players - local, regional, international)	
	Taxation Authority	
	World Bank Representative	
	Government Agencies	

Attributes

Behavioural Styles

Accountable	Assumes full responsibility for own actions and identifies with the success or failure of own part of the overall work/goal.
Achiever	Puts in effort to achieve a desired result or goal and is motivated by this end and the overall accomplishment.
Energetic	Constantly active and driven to put in effort. Works hard to promote an enterprise.
Reliable	Is able to be trusted to do what is expected or has been promised, puts in a great amount of effort believing in the value of work.

Interpersonal Styles

Team Oriented	Enjoys being with others as part of a group or team.
Objective	Impartial and honest in dealings with others, eliminating own feelings and view to reach a balanced judgement.
Trusting	Places confidence in others without misgivings, relying on their ability, character, and truthfulness.

Thinking Styles

Challenger	Queries, tests information/beliefs and provokes thought.
Decisive	Reaches conclusions, promptly and firmly.
Holistic thinker	Considers issues/situations as a whole rather than analysing or dissecting the parts.

How To Apply

Complete all parts of the Application form online. Upload a Cover letter, upload your CV and must include names and contact details for two (2) referees. Attach Certified Transcripts, Qualification Certificates and other relevant documents. Address Application to: Chief Executive Officer Solomon Islands Electricity Authority P.O. Box 6 Honiara Applications to be received by 4.00pm, Solomon Islands time, Wednesday 16th September 2026. Details of “Role Statement” (RS) for the role can be downloaded from the above link

Contact for Enquiries

Contact Name: Andrew Tausema

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Further Contact Information: --

Closing Date: 16 Sep 2026