



## **1. SENIOR CREDIT ADMINISTRATION OFFICER II [FINANCIAL MODELLING]**

- **Full Time**

### **Overview**

#### **JOB PURPOSE:**

Lead the design, development, and maintenance of impairment models, ensuring compliance with regulatory standards and best practices. Serve as a subject matter expert, driving enhancements across key model components and overseeing model performance and governance. Collaborate with internal and external stakeholders to support accurate impairment reporting and continuous model improvement.

#### **DUTIES AND RESPONSIBILITIES:**

- To take a leading role in the design, development, and maintenance of IFRS 9 impairment models to ensure alignment with best practices.
- To act as a subject matter expert across all aspects of IFRS 9 model development.
- To enhance and recalibrate IFRS 9 components, including Probability of Default (PD), Loss Given Default (LGD), Exposure at Default (EAD), and macroeconomic scenario modeling.
- To review the Expected Credit Loss (ECL) assumptions to ensure ongoing IFRS 9 compliance and relevance.
- To maintain robust model management processes in accordance with Credit Policy and regulatory requirements.
- To evaluate model adjustments, including macroeconomic inputs, to support model accuracy, stability, and compliance.
- To continuously monitor the external environment to refine model assumptions, improve insight generation, and identify opportunities for innovation, tools, talent, and partnerships.
- To monitor and interpret model performance, ensuring outcomes are reliable and compliant with current regulations.
- To serve as the primary point of contact for internal stakeholders, regulators, and external auditors regarding IFRS 9 models.

- To collaborate closely with Finance and Credit teams to ensure the efficiency and accuracy of the impairment reporting process.
- To ensure adherence to relevant governance frameworks and oversight requirements

#### **MONITORING, REPORTING AND ADMINISTRATION**

- To collect, validate, and analyze project and portfolio data for reporting to management, committees, and regulators.
- To prepare periodic reports on project performance, risks, and financial product utilization.
- To maintain accurate records, financial models, and knowledge management tools for accountability and learning.
- To support administrative tasks such as budget monitoring, procurement follow-up, and preparation of briefing notes.
- To support internal capacity building through peer learning and knowledge-sharing activities.
- To perform any other related duties as may be assigned by the Credit Administration and Monitoring Manager

#### **QUALIFICATIONS AND EXPERIENCES**

- Bachelor Degree in one of the following fields; Agricultural Economics & Agribusiness, Agricultural extension, Economics, Business Administration, Banking, Accountancy, Banking and Finance, Economics, Commerce or equivalent qualification from recognized institutions
- Working experience of at least seven (7) years of relevant experience in financial modelling, project finance, investment analysis, or development finance.
- Strong financial modelling skills (Excel-based and/or specialized modelling tools).
- Knowledge of derivatives, risk management instruments, and capital management transactions is desirable.
- Proficiency in MS Excel, financial databases, and exposure to Power BI is an added advantage.

#### **KEY COMPETENCIES**

- Strong analytical, quantitative, and problem-solving skills.
- Expert in IFRS 9 model development methodologies used for secured and unsecured credit products.
- Detailed understanding of effective model management principles.
- IFRS 9 subject-matter expert with working understanding of IFRS 9 methodologies and models, impairment process, model inputs, forward economic guidance, stage allocation, disclosures and financial reporting
- Experience of financial reporting processes

- Experience of credit processes

**MODE OF APPLICATION AND CLOSING DATE:**

Job applicants are required to apply for this employment opportunity through the TADB career portal: <https://www.tadb.co.tz/careers>

**Please note:** applicants are required to attach the following to their respective applications:

- Application letter showing how you meet the requirements of the position
- An up-to-date Curriculum Vitae
- Contacts stating name in full, physical address, telephone numbers, and e-mail addresses of the candidate
- Certified copies of relevant certificates
- Names and full contacts of three (3) referees

Tanzania Agricultural Development Bank Limited is an equal opportunity employer. The Bank does not engage in practices that discriminate against any person employed or seeking employment.

In line with our commitment to diverse and inclusive workplace, we encourage applications from women and qualified candidates with disabilities.

Tanzania Agricultural Development Bank Limited fosters the strength and health of its workforce through a competitive benefits package, professional development, and policies and programs that support a healthy work/life balance.

***If you have not heard from us four weeks after the closing date, consider yourself unsuccessful.***

**[APPLY HERE](#)**

**INTERN- FINANCE**

- Internship

**Overview**

**JOB PURPOSE:**

Responsible for supporting the Directorate of Finance in processing financial transactions, assisting in financial management activities, and preparing monthly financial reports. The role also includes reviewing and reconciling key accounts as assigned, to ensure accuracy and compliance in financial record

**DUTIES AND RESPONSIBILITIES:**

- To collaborate with the Principal Finance & Accounts Officer and MIS team to ensure accurate budget allocation, monitoring, and utilization.
- To prepare financial vouchers and ensure correct coding, charging, and posting of all expenses in line with approved policies.
- To review expenses to confirm alignment with approved budgets, and perform reconciliations where necessary.
- To liaise with relevant directorates and units to ensure compliance with grant agreements and funder requirements.
- To provide support during external audits by preparing required documentation and addressing audit queries and findings.
- To contribute to tax planning and ensure compliance with VAT, corporate tax, income tax, and withholding tax regulations, including accurate filings and timely payments.
- To support fixed asset management processes, including registration, tagging, maintenance of asset records, and periodic verification.
- To prepare timely account reconciliations and analytical reviews, ensuring all outstanding or unreconciled items are promptly resolved.
- To perform any other duties as may be assigned by the supervisor in line with the Directorate's objectives.

#### **QUALIFICATIONS**

- Bachelor's degree in Finance, Accounting, or a related discipline from a recognized institution.
- Professional accounting certification such as CPA (T) or an equivalent qualification.

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