



Mansa Sugar Limited

MANAGEMENT TRAINEE – ACCOUNTS DEPARTMENT (4)

Duties and Responsibilities:

- Data Entry of Agro Activities in to the SAP as per the prescribed rules and regulations.
- Raising of orders in the SAP and communicate to authorized individuals for approvals.
- Generating of Purchase Orders and Good Received Notes in the system (SAP) after approval of orders.
- Highlight incidents of data entry inconsistencies, fraud and other unscrupulous acts detected to the relevant authorities.
- To ensure adherence to all company polices and regulatory standards that are in line with your work.
- Ensure that the activity register is updated regularly.

Qualifications and Experience:

- ZICA qualification – Technician level/Equivalent qualification
- Member of ZICA
- Personal attributes should include integrity and reliability; must be astute, versatile, self-driven and well-motivated.

Interested candidates meeting the above qualifications must send their curriculum vitae and copies of relevant certificates including current contact telephone numbers and three (03) traceable references to the address below by **12th March 2022**.

Email: financemanager@mansasugar.com,

CC : accounts.statutory@mansasugar.com

NOTE:

- **Selected individuals will be based in Chembe, Luapula province.**
- **Only shortlisted candidates will be contacted.**

