



**Job Ref. No.**                **JLIL241**

**Position:**                    **Oracle Financial Specialist (1 Year Renewable Contract)**

Jubilee Insurance was established in August 1937, as the first locally incorporated Insurance Company based in Mombasa. Jubilee Insurance has spread its sphere of influence throughout the region to become the largest Composite insurer in East Africa, handling Life, Pensions, General and Medical Insurance. Today, Jubilee is the number one insurer in East Africa with over 450,000 clients. Jubilee Insurance has a network of offices in Kenya, Uganda, Tanzania, Burundi and Mauritius. It is the only ISO-certified insurance group listed on the three East Africa stock exchanges – The Nairobi Securities Exchange (NSE), Dar es Salaam Stock Exchange and Uganda Securities Exchange. Its regional offices are highly rated on leadership, quality and risk management and have been awarded an AA- in Kenya and Uganda, and an A+ in Tanzania. For more information, visit [www.JubileeInsurance.com](http://www.JubileeInsurance.com)

We currently have an exciting career opportunity for an **Oracle Financial Specialist**. The position holder will report to the **Senior Manager-Shared Applications** and will be based at Head Office in Nairobi.

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### **Role Purpose**

The role holder will oversee the efficient utilization and optimization of Oracle Financial modules to support the organization's financial operations, reporting, and decision-making processes. They will ensure that the Oracle Financial systems are effectively configured, maintained, and aligned with the organization's financial goals and regulatory requirements. The OFS will leverage their expertise in Oracle Financial modules and financial management principles, to enhancing operational efficiency, accuracy, and compliance within the organization.

### **Main Responsibilities**

#### **Strategy**

1. Develop strategic plans and roadmaps for optimizing Oracle Financial systems to align with the organization's financial goals and objectives.
2. Collaborate with key stakeholders, including finance leaders, department heads, and IT professionals, to understand business needs and priorities. Translate business requirements into actionable strategies and solutions for leveraging Oracle Financial systems to meet organizational goals.
3. Evaluate emerging technologies, industry trends, and best practices in Oracle Financial management to inform strategic decision-making. Assess the feasibility and potential impact of adopting new features, functionalities, or modules within the Oracle Financial suite.
4. Identify risks and challenges associated with Oracle Financial systems, such as system downtime, data security breaches, or compliance gaps. Develop risk mitigation strategies and contingency plans to minimize the impact of potential issues on business operations and financial reporting.
5. Manage relationships with Oracle and other technology vendors to leverage their expertise, support services, and product roadmaps. Collaborate with vendors to influence product development and roadmap priorities based on the organization's needs and requirements.

#### **Operational**

1. Configure Oracle Financial modules according to business requirements, including General Ledger, Accounts Payable, Accounts Receivable, and Fixed Assets. Customize system workflows, screens, and reports to streamline financial processes and improve user experience.
2. Perform routine maintenance tasks such as applying patches, updates, and bug fixes to Oracle Financial systems. Provide technical support to end-users, troubleshooting issues, and resolving system errors to ensure uninterrupted business operations. Conduct system performance monitoring and optimization to enhance system reliability and efficiency.

3. Lead or participate in end-to-end implementation projects for Oracle Financial systems, from requirements gathering and analysis to design, testing, and deployment. Coordinate with cross-functional teams and external vendors to ensure successful project delivery within established timelines and budgets.
4. Develop and deliver training programs for end-users on Oracle Financial modules and processes, including new feature releases and system updates.
5. Manage data migration activities during system upgrades or implementations, ensuring data integrity and accuracy throughout the process. Integrate Oracle Financial systems with other enterprise applications, such as CRM or ERP systems, to facilitate seamless data flow and process automation.
6. Facilitate change management processes to minimize resistance and maximize user adoption of Oracle Financial systems.
7. Develop test plans, test cases, and scripts to validate system functionality, performance, and security. Coordinate user acceptance testing (UAT) activities, working closely with business stakeholders to ensure system requirements are met before production deployment.
8. Identify opportunities for process improvements and system optimizations based on user feedback, industry best practices, and technological advancements. Participate in post-implementation reviews and lessons learned sessions to capture insights and drive continuous improvement initiatives for Oracle Financial systems.

#### **Corporate Governance (Regulatory and Compliance):**

1. Ensure compliance with regulatory requirements and internal controls governing financial processes and systems.
2. Establish and enforce security protocols to protect sensitive financial data and prevent unauthorized access.
3. Collaborate with internal audit teams to support audits and address findings related to Oracle Financial systems.

#### **Key Competencies**

1. Strong analytical skills and attention to detail for troubleshooting and problem-solving.
2. Excellent communication and collaboration skills to work effectively with cross-functional teams and stakeholders.
3. Ability to manage projects, prioritize tasks, and meet deadlines in a fast-paced environment.
4. Deep understanding of accounting principles and financial processes.
5. Proficiency in Oracle Financial modules and related technologies.

#### **Qualifications**

1. Bachelor's degree in finance, Accounting, Information Systems, or a related field.
2. Oracle certification in Financials or equivalent professional certification is preferred.

#### **Relevant Experience**

1. Minimum of 3-5 years of experience in Oracle Financials implementation and support.
2. Experience in the insurance industry or financial services sector is advantageous.

**If you are qualified and seeking an exciting new challenge,  
please apply via [Recruitment@jubileekenya.com](mailto:Recruitment@jubileekenya.com) quoting the Job Reference Number and  
Position by 5<sup>th</sup> August 2024.**

**Only shortlisted candidates will be contacted.**