ECONET Wireless

VACANCY – Revenue Analyst &Planning Manager

A. Key Responsibilities

Income analysis and information sharing.

1. Analysed the revenue trend and Marketing data to help the business achieve revenue and Incremental Revenue Market Share goals Share revenue analysis results with stakeholders to create action plans to boost performance
2. Share the results of the income analysis with stakeholders to generate action plans to boost performance
3. **Performance forecasting and tracking**
   Responsible for the annual budget exercise (AOP) at marketing level.

4. Prepare monthly Flash & Forecast submissions

5. Prepare the monthly MAPA report at the Marketing level

6. Responsible for the subscriber and income planning process

7. Analysing income variances

8. Prepare Monthly Flash and Forecast Submissions

9. Prepare the monthly MAPA report at the Marketing level

10. Organize and lead a weekly review with other departments on income performance

11. Control and rationalization of the Products portfolio

12. Validate all planned price proposals to be launched to ensure that these proposals are in line with the overall objective of the business.

13. To analyze the impact of new proposals on subscriber behaviour and business in order to draw snow and take corrective action in the future

14. Responsible for the ongoing process of segmenting initiatives incorporating all aspects of Marketing, revenue analysis and price decision to help achieve business objectives.

Control and rationalization of the product portfolio.

Validate all price proposals planned to be launched to ensure that these proposals are in line with the overall business objective.

Analyse the impact of the new proposals launched on the behaviour of subscribers and the business in order to draw lessons and take corrective actions in the future.

Responsible for the ongoing process of segmentation of initiatives integrating all aspects of Marketing, revenue analysis and pricing decisions to help achieve business objectives.

Conduct periodic studies to guide and help decision-making based on the information collected.

Market and competitive intelligence

1 .Follow the strategy, plans and products of the competition

2. Monthly analysis and tracking of KPIs at site level

3. Ensure a benchmark of good practices in the industry

4. Monitor the performance of competition KPIs at site level

Network planning and optimization

1. Pre-assess the roll-out plan in order to retain potentially profitable sites
2. Ensure 100% compliance of the roll-out of new sites
3. Post-evaluate the roll-out performance of the launched sites and bring corrective action plans to boost performance.
4. Ensures that 100% of Platinum and Gold sites are well covered.
5. Ensure the reduction of sites with a low utilization rate by sharing the analysis with stakeholders for the implementation of a performance recovery plan for these sites.

EDUCATION

- Have a university degree Bac +4 / + 5 in Marketing, Statistics, Economics
- Good knowledge of computer data analysis tools;
- Have a critical mind with good analytical and statistical skills;
- Excellent oral and written communication skills;
- Have a good level in English.

EXPERIENCE

- Have at least 3 years of experience in a similar position;
- Have in-depth knowledge of the principles and methods of market research
- Have a good knowledge and use of statistical tools
- Have an excellent ability to synthesize and present information

SKILLS

- Ability to plan, organize and prioritize multiple projects simultaneously;
- Ability to interact under pressure (simultaneously manage multiple requests and priorities quickly in a constantly changing environment);
- Strong interpersonal skills in relationships / discussions at all levels;
- Excellent planning ability to manage multiple critical tasks in parallel;
- Strong ability to adapt and work in a multidisciplinary team;
- Be creative and have an open mind;
- Market oriented and results focus;
- Strong analytical and problem solving skills;
- Have high performance standards and goal oriented
- Have a strong sense of professionalism, integrity, maturity and confidentiality.

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VACANCY – HEAD OF RISK & COMPLIANCE

A. KEY RESPONSIBILITIES

- BUSINESS PLANNING: In conjunction with the ECONET LEO Executive Management Team, participates in and contributes to the Annual Strategic Business Plan for the company.
  - Direct and guide the identification of strategic, financial, operational and regulatory risks for the business and coordinate mitigation programs
  - Advises the adoption, implementation and decommissioning of appropriate technologies for the company.

- STRATEGIC PLANNING FOR THE RISK DEPARTMENT: Define the Strategic Business Programs for the Risk Department
  - Identifying, formulating and agreeing long term strategic direction, goals and objectives for up to five years.
  - Guides the formulation of the strategic compliance and regulatory programs to ensure regulators and other agencies of government licensing requirements are met.
  - Reviews risk areas identified by Risk departments and their relevant OPEX and CAPEX and human capital requirements.

- GOVERNANCE & POLICY
  - Coordinates the formulation of the company wide governance framework and policies in conjunction with the executive management teams and submits it to the CEO and Chairman of the Board for approval.
  - Coordinate the formulation and implementation of Risk policies and submits it to the CEO and the Chairman.

- REVENUE ASSURANCE
  - Coordinate control programs aimed at preventing revenue loss and fraud, in liaison departmental Executive Heads.
  - Ensure that billing provides fair treatment and outcomes for customer and meet regulatory and compliance requirements.
  - Advising the Executive Heads on opportunities and risks that can enhance business performance and revenue growth.

- INTERNAL RISK MANAGEMENT
  - Directs the formulation of Annual Audit Plans for all the Burundi operations and submits to the Chairman of the Board.
  - Assure the internal control environment is defined, implemented and maintained in keeping with business goals, changes and developments.

- Coordinates ad hoc audits as requested by Management of all the Burundi operations and by the Chairman of the Board.

- ENTERPRISE RISK & COMPLIANCE MANAGEMENT
  - Guides formulation of Enterprise Risk Management programs and mitigation strategies for all the Burundi operations.
  - Directs adoption of appropriate insurance programs as part of risk mitigation for the company.
  - Coordination of the adoption of the risk mitigations for identified strategic, financial, operational and regulatory risks.

- BUSINESS PROCESSES
  - Advises the Executive Heads and the Board on the appropriate business processes and systems frameworks to support strategic transformation programs.
  - Guides the alignment and selection of appropriate technology systems and development of people skills to business processes.
  - Oversees development and implementation of programs for business processes in conjunction with various Executive Heads to ensure that the business function is in line with best practice.

- INFORMATION SECURITY
  - Guides development of the information security policies and programs and ensures that they are reviewed regularly.
  - Oversees enterprise-wide compliance with the information security policies and procedures through direct reports.
  - Oversees the assurance of the effectiveness of the information security programs.

- SECURITY AND INVESTIGATIONS
  - Directs the security management portfolio of the business to ensure a secure and sustainable environment.
  - Guides development of the company fraud strategy, policies and processes.
  - Coordinates stakeholder management with law enforcement, national security agencies and judicial services entities.

- HUMAN CAPITAL DEVELOPMENT FOR THE RISK DEPARTMENT
  - Guides the implementation of the people resourcing needs to ensure fulfilment of strategy.
  - Ensures that staff members under the Department are being rewarded correctly, and that the requisite human resource policies, procedures and systems are in place and being followed accurately.

- STAKEHOLDER & SUSTAINABILITY MANAGEMENT

- Directs monitoring and evaluation programs to ensure that all set out Stakeholder & Sustainability strategies are being executed by checking performance against set goals and time schedules.
- Advise on the Stakeholder & Sustainability performance to the CEO and Board and provide recommendations for improvements on a quarterly basis.

- FINANCIAL MANAGEMENT AND CONTROL
  - Reviews and directs the monitoring of Departmental Budget, variances of actual to the budget on a quarterly basis;
  - Discusses variances with relevant staff, and checks that corrective action is taken;
  - Controls department expenses by monitoring all financial movement.

B. EDUCATION
- Degree in Accountancy, Finance, Economics, Actuarial Science or Related Discipline
- Post graduate qualifications is an added advantage
- Professional accounting qualification such as CA, CIMA or ACCA
- MBA or MBL will be an added advantage

C. EXPERIENCE
- At least 5 years in Revenue Assurance, Corporate Finance or related discipline experience.

D. KNOWLEDGE AND SKILLS
- Knowledge of International Financial Reporting Standards (IFRS) and International Accounting Standards (IAS) are a prerequisite.
- Good spreadsheet and financial modelling skills are a prerequisite.
- Computer literacy and proficiency including spreadsheets, PowerPoint, and business modelling tools.
- Good analytical, conceptual and diagnostic skills.
- Should have a thorough understanding of the different business functions and their interaction towards the achievement of the business objectives.
- Good coordination, communication, motivational and interpersonal skills
- Computer literate and proficient with spreadsheet packages as well as business modelling tools
- Knowledge of Oracle EBS, Hyperion Financial Management (HFM), and Hyperion Planning (HP) are an added advantage.

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ECONET
Wireles

<u>**VACANCY – Fraud Analyst**</u>

A. Key Responsibilities

- Review and analyze data to identify potential fraud risks, trends, and patterns
- Investigate suspicious activity: Conduct thorough investigations into suspicious transactions, accounts, or behavior
- Conduct fraud assessments across departments and business units
- Analyze data and identify potential fraud to the organization's operations
- Assist in the development of fraud management strategies and policies
- Support the implementation of fraud mitigation measures
- Collaborate with team members to assess the effectiveness of fraud management practices
- Maintains accurate and detailed records of investigations, analyses, and recommendations
- Preparation of reports and presentations on fraud management findings and recommendations

B. Skills Needed

- Advanced analytical and problem-solving skills
- Data analysis and interpretation
- Communication and presentation skills
- Proficiency in data analysis tools, such as Excel, SQL, and data visualization software

Education

- A bachelor's degree in computer science or in any related major.
- Relevant certifications an added advantage

Experience

- At least 2 years' experience in fraud detection, risk management, or a related field.

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Wireles

VACANCY – REVENUE ASSURANCE ANALYST

A. KEY RESPONSIBILITIES

- Contribute in shaping Revenue Assurance Policy and Procedures.
- Receives the annual business plan, analyses it and formulates a Revenue Assurance
- Initiates Revenue Assurance processes on budgets for the business for both CAPEX and OPEX and inputs to the Organization's budget.
- Responsible for the monitoring, validation and reconciliation of end to end processes of the revenue, cost and margin cycles for the organization
- Assess and review the current mediation systems, billing systems, CRM systems, stock management and credit management systems to identify areas of improvements for the business.
- Advises other departments on Revenue Assurance issues and culture.
- Manages performance of Revenue Assurance Vendors in line with service contracts and SLAs.
- Determines in consultation with Legal and HR department (for Staff and partner issues) the materiality and cost or revenue impact of conduct and recommendations for proper administration and/or remediation
- Lead the design, implementation and continuous improvement of the Revenue Assurance program and Revenue Assurance guidelines, taking reference to the standards and Awareness, Vulnerability Management, Compliance and Internal Control frameworks of the industry.
- Maintain up-to-date knowledge of industry trends, current problems, regulations, standards and technology related to Billing Assurance, Revenue Recognition and Revenue Assurance, in order to adequately advise management as to the risks and threats they may Impact the company.
- Volume Monitoring and Revenue / Cost Trends (Voice, SMS, Data & infrastructure): Create and monitor reports and analyze trends, with the aim of identifying and giving appropriate recommendations to irregular fluctuations.
- Billing and Pricing Assurance: Create and monitor reports to ensure that all customers are billed, correctly and the business is not prejudiced.
- Margin Assurance: Analyze all plans and promotions to ensure their profitability. Product Assurance: Leading the implementation and continuous improvement of the process, coordinating with the operational areas for its proper execution.
- Assurance of Revenue Reported: Review the mapping of income in the accounting system, monitoring the changes made to it
- Network downtime: Track network down time and ensure recommendations that retains value to the business and network stability.
- Track, monitor and protect business roaming revenue
- Weekly Revenue Assurance Dashboard for management

ECONET Wireles

B. EDUCATION

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