Team Lead: Regulatory Reporting, Tax and Performance Management

Location: Windhoek, Namibia
Company: Access Bank (Namibia) Limited
Position: Team Lead: Regulatory Reporting, Tax and Performance Management
Job grade: D-Lower (Paterson Grading)

The Team Lead: Regulatory Reporting, Tax and Performance Management is responsible for statutory returns and regulatory compliance, manage bank-wide tax planning, lead budget preparation, and drive effective cost control and performance management across the Bank.

Key Responsibilities:

- Prepare, review, and submit all regulatory returns (daily, monthly, quarterly, bi-annual) accurately and on time.
- Ensure compliance with statutory and regulatory requirements across all reporting.
- Consolidate returns before submission.
- Provide financial data to support management decision-making.
- Drive automation of reporting processes for efficiency and improved analysis.
- Lead efficient tax planning and compliance for the Bank.
- Prepare, review, and reconcile indirect tax returns with general ledger accounts.
- Resolve discrepancies, queries, and audit findings, ensuring accurate tax accounting.
- Regularly review processes, update practices, and advise on tax legislation changes.
- Manage tax liabilities effectively to minimize risks and exposures.
- Manage budgets, forecasts, and financial reporting.
- Analyse variances, risks, and opportunities to guide strategic decisions.
- Evaluate and recommend major investments/projects aligned with company strategy.
- Develop financial plans, support decision-making, and drive process improvements.
- Lead and develop team members to strengthen departmental capacity.
- Ensure structured project prioritization to maximize return on investment and business outcomes.
- Adhere to the Bank's operational policies, procedures, Audit, risk and compliance standards.

Qualifications and Experience:

Education:

- Bachelor's Degree in Finance, Accounting and Economics.
- A Postgraduate or Honours Qualification will be an added advantage.

Experience:

- Minimum 3 years of experience in indirect tax accounting.
- At least 2 years' experience in a supervisory or leadership role.
- Experience within the banking or financial services industry will be an added advantage.
- Strong experience in budgeting, forecasting, financial modelling, business performance analysis and management reporting.

Qualified candidates who meet the above requirements are invited to submit their updated detailed CV and certified copies of qualifications through the Access Bank Namibia HR email address: HR.NAM@ACCESSBANK.na before the closing date **November 20, 2026** ensuring the position you are applying for is indicated in the subject line.

Access Bank Namibia is an equal opportunity employer. We are committed to attracting, developing, and retaining talented individuals who share our core values of Leadership, Excellence, Empowered employees, Passion for customers, Professionalism and Innovation.

Kindly note that only shortlisted candidates will be contacted.