

# Nafasi za Kazi Internal Auditor at Bonite (Coca Cola)

## May 2025

(Kwa Matangazo ya Kazi tembelea Kisiwa24 Blog)

### Digital Project Manager

VisionFund Tanzania Microfinance Bank

VisionFund Tanzania Microfinance Bank Ltd (VFT MFB) formerly known as SEDA is a fast growing and reputable Micro Finance Bank (MFB), has a loan book of more than TZs. 44 billion and more than 60,000 customer base, more than 5,000 of them being small holder farmers. VFT-MFB is seeking to employ a dynamic and committed Tanzanian young men & women who have passion for people's economic development to fill in the vacant position detailed here below;

Work Reference No. 09/25 Job listings

Position: **Digital Project Manager**

Reporting to: Head of Business Development and Innovation

### Job Purpose

The position holder's primary responsibility is managing technological change from operational standpoint through a structured change management process with an end goal of enabling VisionFund Tanzania to move paperless operation. The role will involve leading VisionFund Tanzania through digital transformation in banking and loan process through working with various technological solution providers and IT department. The position conducts in-depth analysis of the processes and design an efficient digital process that complies to local regulation.

### Main tasks

Review and propose efficient technological change that can digitally transform VFT operation from front end to Back end

Run the IT projects in accordance with the Visionfund project management framework.

Work with all stakeholder to ensure all change gates (decision point) and project documents there off are adhered to approval requirement are met prior to projects proceeding to next phases

Responsible for day to day management and coordination of the IT projects deliverables in the VFT specifically ensuring that

Business process changes required for projects roll out are well documented

and signed off

All VFT staff are trained on new processes, and everyone understands how their role and way of business doing will change and why

Relevant teams are involved in the testing of solution

The IT project roll out plan is clearly articulated, and all roll out pre-requisites are in place

In charge of the IT projects plan, tracks plan against actual deliverable and update the project plan in smart sheet on weekly basis

change management lead for LMMS project that involve preparation of Business concept, budget break down and project timeline.

Daily supervisor of the implementation of digital transformation project including LMMS, CRM, interbank system etc.

Responsible for innovation around Conversion of paper based forms and templates to digital platform.

## **Regulatory & Business Conduct**

Display exemplary Conduct and live by the group's Valued and Code of conduct.

Take personal responsibility for embedding the highest standards of ethics, including regulatory and business conduct, across VFT MFB. This include understanding and ensuring compliance with in letter and spirit all applicable laws, regulation, guideline and the Group Code of Conduct.

Take responsibility to achieve the outcome set out in bank's that Conduct principle with respect to assigned name: Fair Outcomes for client, Effective Operation of financial markets: Financial crime prevention the right environment

Effectively and collaboratively Identify, escalate, mitigate and resolve risk, conduct and compliance matter

## **Qualifications:**

Graduate with a relevant degree or higher in IT or BSc in computer science or in management (or equivalent)

Certificate in project management (PMP certificate) is must

Basic to advance knowledge in project tools/Office tools (MS word, MS Excel, MS PowerPoint, MS Project MS Vision, MS Publisher)

Significant experience in analyzing business process and creating requirement specification documentation for system design.

Analytical and problem solving skill, good attention to detail- core capability

Minimum of 3 year working experience in project management

## **Experience**

Good working knowledge of financial procedures and application

Understanding of banking practice and related policy issue, their implication and application.

Experience in project management and change management

Knowledge in Banking/credit Operation and with clear understanding of VFT

operational process.

An understanding of payment systems methodologies and implementations

### **Other attributes**

Good communication and writing skills.

High level of integrity and honest

Should have ability to interact with External stakeholder and Regulatory Authorities

Excellent analytical skills particular system analysis

Determines personality with initiative, perseverance and ability to motivate and manage a team.

### **About our working environment & organization culture:**

VisionFund Tanzania Microfinance Bank has a calm and harmonious working environment where staffs are highly valued. Good work is recognized and rewarded accordingly and there is an opportunity to grow professionally and spiritually.

VisionFund Tanzania Microfinance Bank takes our Safeguarding responsibilities seriously and is committed to providing an environment that is safe from harm or abuse for adults, including clients, as well as children. Candidates will undergo criminal record and background/ reference check prior to employment. Job listings

Female applicants are particularly encouraged to apply!!

### **Mode of Application:**

Forward their application letter, attaching certified copies of their academic and professional certificates, detailed CV's with three referees and National ID to [application@vftz.co.tz](mailto:application@vftz.co.tz)

All applications should be addressed to;

**The Chief Executive Officer,**

**VisionFund Tanzania Microfinance Bank Limited**

**P.O. Box 1546,**

**Arusha, TANZANIA.**

The position should be the subject of the email application.

The deadline for the application is on 23rd May, 2025.

N.B. Only short-listed candidates will be contacted.

### **Disclaimer**

VisionFund Tanzania Microfinance Bank would like to inform the general public that it has not engaged any consultant/agent to conduct recruitment on its behalf