



POSITION ANNOUNCEMENT

The Capital Markets Authority is a statutory agency charged with the responsibility of regulating and developing an efficient capital market in Kenya. The Authority invites applications from qualified candidates for the following positions:

SENIOR FINANCIAL ANALYST (GRADE 5) - REF CMA/SFA/05/2025 – 1 POST

Job Purpose

Reporting to the Manager, Financial Analysis and Reporting, the Senior Financial Analyst will be responsible for coordinating the analysis and interpretation of financial statements for issuers of securities, market intermediaries and approved institutions prior to licensing and on a continuing basis, to ensure compliance with Legal and Regulatory requirements, Provisions of International Financial Reporting Standards (IFRS), and other standards to protect investor interests.

Job Responsibilities

- 1) Coordinating the review and analysis of financial statements and other information submitted in support of applications by market intermediaries including fund Managers, investment advisers, Stockbrokers, Authorized Depositories, Investment Banks, REIT Managers, derivative brokers, clearing members, FinTech firms etc. to ensure compliance with the Capital Markets Legal and Regulatory requirements;
- 2) Coordinating the maintenance of updated relevant databases relating to financial data, including; submission of accounts, publication of financial statements, summaries of financial analysis, corporate bonds and commercial paper, unit trust information, approved list of ICPAK auditors;
- 3) Coordinating the review of financial information on notices, announcements, advertisements and other required publications by market intermediaries and making recommendations of their suitability for publication;
- 4) Conducting the financial review of applications for licensing of market intermediaries and approval of institutions and products;

- 5) Conducting financial review and recommending approval of prospectuses and all the other documents submitted in support of applications for approval of issue of securities to the public through Public Offerings;
- 6) Coordinate review of corporate actions by issuers of securities such as bonus issue, rights issue, share splits, corporate restructuring, private placements, to ensure compliance with the CMA legal and regulatory framework; and
- 7) Coordinating and participating in the review of audited and periodic financial statements by market intermediaries, approved institutions and issuers of securities to assess their compliance with continuous reporting obligation and minimum regulatory requirements.

Minimum Requirements

- a) Bachelor's degree in finance or business-related field;
- b) Professional qualification such as CPA, ACCA, CIFA or CFA;
- c) Membership in a professional body such as ICPAK;
- d) A supervisory course lasting not less than 2 weeks is added advantage; and
- e) At least 4 years' relevant experience.

Key skills, Knowledge & Competencies

- a) Strategic & critical thinking;
- b) Knowledge of financial and accounting procedures in relation to capital markets operations as well as financial sector operations;
- c) Ability to meet tight deadlines as well as work with minimal supervision;
- d) Ability to work effectively and efficiently in a team;
- e) Organization and analytical skills as well as keenness to details; and
- f) Ability to effectively interpret financial information.

HOW TO APPLY

If you meet the above requirements, please send an **application letter and Curriculum Vitae only** in pdf format to recruitment2025@cma.or.ke Applications to be addressed to:

**Chief Executive Officer
Capital Markets Authority
P. O. Box 74800-00200
Nairobi**

Applications should be received on or before **February 25, 2025**. Only shortlisted candidates will be contacted for interviews.

Successful candidates will be required to fulfil requirements under Chapter (6) of the Constitution of Kenya.

1. Certificate of Good Conduct from the Directorate of Criminal Investigations
2. Ethics and Anti-corruption Clearance Certificate (EACC)
3. Higher Education Loans Board (HELB) Clearance Certificate
4. Current Tax Compliance Certificate from the Kenya Revenue Authority
5. Credit Reference Bureau (CRB) Clearance Certificate

“Capital Markets Authority is an Equal Opportunity Employer. Persons with disabilities are encouraged to apply”. Canvassing will lead to automatic disqualification.

THE CAPITAL MARKETS AUTHORITY DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS