



Vacancy Announcement

LUANAR Holdings Company Limited (LHCL) incorporated on 13th September 2023 under the Companies Act is a subsidiary and commercial arm of the Lilongwe University of Agriculture and Natural Resources (LUANAR). LHCL has been mandated to operate profitably and sustainably, the LUANAR business entities that among others include LHCL Farms and a Filling Station based at Bunda Campus.

LUANAR Holdings Company Limited is looking for vibrant and innovative individuals to fill the following positions.:

1. Farm Manager

Reporting to the General Manager of LUANAR Holdings Company Limited, the Farm Manager will be responsible for Managing all farm resources comprising of Farm Inputs, Machinery, Implements, Buildings and Human Resources with the aim of improving efficiencies to maximize profits in Crop and Livestock Production for long term sustainability of LUANAR Holdings Company Limited.

The Farm Manager will be based at Bunda, which is the main campus of the Lilongwe University of Agriculture and Natural Resources.

Key Responsibilities

- Development of Annual Production Plans for all Crop and Livestock production at all LHCL farms.
- Contribute towards development of Standard Operating Procedures for all activities in LHCL Farms.
- Planning day to day all farm operations to ensure accomplishment of set targets for the crop and livestock production.
- Prepare & Manage budget with a focus on managing cost of production to ensure the business financial stability.
- Oversee and supervise all aspects of crop production throughout the production cycle that include soil management, land preparation and other agronomic practices including post-harvest crop handling.

- Adherence to best production practices for crop and livestock production to ensure compliance, maximize productivity and business profitability.
- Management of all Human Resources in LHCL Farms that encompass recruitment, training, performance and supervision to ensure productivity, safety of all staff and compliance with recommended practices.
- Ensure efficient use of all farm resources such as land, seed, Crop Protections Agents (CPA's), farm implements and machinery.
- Implement strategies and control measures that protect crops/animals from pests and disease.
- Adherence to all Standard Operating Procedures that will ensure success at all stages of crop and livestock production cycles with a profitability and risk mitigation mindset.
- Oversee Livestock breeding programs, ensuring proper animal care, and managing livestock health and welfare.
- Oversee regular proactive maintenance measures for Livestock housing and all infrastructure in LHCL farms.
- Adherence to practices that conserve soil, forest, wildlife and water resources.
- Participate in price determination of farm produce based on Cost of Production and prevailing market prices.
- Maintenance of accurate records for farm operations that include production data, financial transactions, and inventory per farm on crop/livestock operations.
- Support the provision of practical, hands-on experience in Agriculture production to University Students.
- Preparation of detailed reports as required by Management from time to time.
- Manage the packaging, transportation and sale of farm produce.

Knowledge

- Practical knowledge and experience in managing operations of Farm Machinery and irrigation equipment with an ability to schedule servicing of all irrigation equipment and equipment.
- Strong leadership and organizational skills.
- Ability to apply modern farming equipment, practices and technology.
- A Good Understanding of Financial Management with ability to prepare farm budgets.
- Valid Motorcycle and Motor vehicle driving licenses.

Qualification & Experience

- Bachelor of Science Degree in Agriculture or any related field from a reputable institution recognized by National Council for Higher Education (NCHE).
- Minimum of 3 years experience in Managing an Integrated commercial farm.

Personal Attributes

- Good Business Acumen.
- Good People Management, Communication and report writing skills.
- Willingness to work irregular hours including weekends and holidays.
- Able to handle physically demanding tasks in various weather conditions.
- Trustworthy and reliable with high sense of responsibility.
- Willing to adopt new technology and farming methods.
- Attention to detail in all farm operations.

2. Accountant

Reporting to the Finance & Administration Manager, the Accountant will be responsible for ensuring timely submission of monthly management accounts, annual financial reports and preparation of consolidated annual budgets.

Key Responsibilities

- Preparing financial reports, management accounts, budgets and variance analysis.
- Preparing monthly cash forecasts and projections.
- Making sure spending is in line with budget and recommending cost cutting measures.
- Ensuring that Accounts Receivables are reconciled on monthly basis.
- Credit Control (Policy adherence; Credit facilities Assessment; Debt Collection; Monitoring payments & Cashflow Management)
- Supervise Cashiers on their daily tasks and that ensure that daily banking summaries are sent on daily basis to Finance for reconciliation.
- Manage Tax administration and ensure PAYE, FBT, WHT are paid on due dates.
- Preparing discounted cash flows to evaluate whether projects are viable.
- Coordinating pricing of products and services for the company and maintaining Company's price list on regular basis.
- Support Compliance; development and updating of Financial Standard Operating Procedures.
- Daily Cash flow and Working Capital Management
- Conducting Staff Appraisals for subordinates.
- To ensure that all company stocks are managed properly.
- Coordinating the audit activities both internal and external.
- Payroll management.
- Asset register management.

Personal Attributes

- Deep understanding of International Financial Reporting Standards (IFRS)
- Data analysis skills
- Communication with attention to detail and report writing skills
- Teamwork and collaboration.
- Excellence in performance of duties.
- Delivering consistently high-quality work; Striving for outstanding achievements.
- A Member in Good Standing with the Institute of Chartered Accountants in Malawi (ICAM)

Qualification & Experience

- Bachelor's Degree in Accounting from an Internationally recognized institution or NCHE accredited University.
- Minimum of 3 years practical experience in a busy accounting office.
- Excellent interpersonal and communication skills.
- High level of work organization, self-motivation, driving for performance and improvement, and flexibility in approach and attitude.
- Those experienced in an agribusiness environment will have an added advantage

Candidates interested in working for a rich and diverse environment of professionals are required to submit application letters with a detailed curriculum vitae and copies of relevant certificates by **8th August 2025** clearly marked with the position being applied for, to: -

The General Manager
LUANAR Holdings Company Limited
P.O. Box 219
Lilongwe
Email: luanarholdings@luanar.ac.mw

LUANAR is an equal opportunity employer hence females are encouraged to apply.