

Finance Officer - Baidoa

Location: [Africa] [Somalia]

Town/City: Baidoa

Category: Finance

Job Type: Fixed term, Full-time

Finance Officer

The Role:

The Finance Officer will be responsible for the implementation of effective and accountable financial and asset control systems. With the assistance of the Finance and Support Services Manager, the position holder will implement planning, tracking and reporting mechanisms which contribute to effective and accountable programs. S/he will provide technical backstopping to program teams, promoting adherence to World Vision's Field Finance Manual for a host of routine financial transactions. The incumbent will promote awareness of Finance and Support Services manual with staff members and implementing partners.

Key Responsibilities:

- Contribute to the implementation of effective and accountable financial and asset control systems.
- Implementation of timely planning, tracking and reporting mechanisms.
- Promote awareness of World Vision policies and procedures.
- Facilitate day-to-day finance transactions.
- Providing technical back-stopping to programs teams in the preparation of various finance documents.
- Support in the preparation and updating of various budget planning documents.
- Analyze existing finance practices and advice on improvements.

Essential:

- A Bachelor's degree in Commerce /Business Administration (Accounting or Finance option).
- 3 years of experience in a related field;
- Knowledge of USAID/ US Grants is an added advantage
- Ability to articulate fluently in written and spoken English.
- Ability to present financial data in a clear and coherent manner

Working Environment:

The position will be based in **Baidoa** Somalia.

World Vision adheres to strict child and adult safeguarding principles. All selected candidates will therefore undergo rigorous reference and background checks which will include criminal background checks. They will be expected to adhere to these standards and principles. Academic certificates will be verified with the issuing institutions.