Finance manager (m/f/d) in the project "Improving the prevention of Female Genital Mutilation in Eastern Africa"

Our model for success is a better life for everyone and purposeful tasks for our employees. For more than 50 years, the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), as a company of the German Federal Government, has been supporting the implementation of development policy goals worldwide. Together with partner organisations in 120 countries, we are involved in a diverse range of projects. If you want to make a difference in the world and develop yourself in the process, you've come to the right place.

Job-ID: V000048701
Location: Addis Abeba
Assignment period: 05/01/2022 - 12/31/2023
Field: Financial Management and Controlling

Type of employment: full- or part-
Application deadline: 03/29/2022
Job description

The regional project “Improving the prevention of Female Genital Mutilation (FGM) in Eastern Africa” is implemented in three countries since February 2020. The overall approach of the project is to work with relevant actors on regional, national and local level to raise awareness for the prevention of FGM. The project focusses on Capacity development of relevant stakeholders in the prevention of FGM on the local, national and regional level, Strengthening the networks of relevant stakeholders and community based and cross-border awareness-raising campaigns. Furthermore, transnational, national and local awareness-raising activities are implemented. Under its third component, the project provides funding and capacity building to local community-based organisations and supports them in their awareness-raising activities. This involves the administration of a number of small-scale contracts and financial advice to the partners.

Your tasks

- Monitoring and control of costs and expenditures for the project as well as financial and budget planning
- Timely reporting in the area of expenditure monitoring, procurement lists, contract monitoring and portfolio overviews as well as advising the project on financial management
- Quality assurance and monitoring in the handling of administrative processes as well as preparation of audits and internal controls
- Support in financial planning and processing of procurements of material goods and services as well as financing contracts according to GIZ procedures in cooperation with the country office and GIZ headquarters
- Participation in and support to capacity building of local state and non-state actors benefitting from the COIN-Fund for community-based awareness-raising activities
- Support to the admin team across the implementation region
- Communication and coordination with regard to financial and administrative issues managed by national partners and the country office
- Overseeing the management of cash, bank and project accounting as well as procurement and admin processes

Your profile

- Completed university studies in business administration, administrative science, similar studies or commercial training with relevant professional experience
- At least 2 years of experience in financial management and with internal and external audits, preferably gained abroad
- Experience with funding mechanisms and support to non-governmental organisations as well as fund management
- Initial experience in international cooperation abroad is desirable
- Experience with coding receipts in Onsite Reporting or a similar tool
- Very good knowledge of IT tools (Excel, accounting software, SAP, etc.) as well as advanced training on financial management topics, project administration and internal controls
- Experience with gender mainstreaming and human rights projects and their financial processes as well as co-financing experience would be of advantage
- Ability to work in a multi-cultural and multi-national team, commitment, and solution orientation, but not losing sight of accuracy and work organisation
- Fluency in English, German is an advantage

Location information

We are pleased to offer you a first impression on topics such as climate, shopping and services, the school situation and health care in Ethiopia.

The GIZ offers an additional benefits package for deployments in fragile security situations. You can find further information in the Guide to the Collective Agreement on Assignment Conditions in Fragile Contexts.

The security situation is tense. Tailored security risk mitigation measures are in place for GIZ staff in country. GIZ staff must adhere to security measures at all times. Please also check the county-specific information provided by the German Federal Foreign Office. GIZ runs a professional security risk management system in the field of deployment. The freedom of movement is restricted. GIZ does not impose any restrictions on life partners and family members to move with you to the country of deployment. We kindly ask you to inform yourself which forms of relationships are legally and socially accepted in the country of deployment.

Further information on country-specific advice from the Federal Foreign Office at https://www.auswaertiges-amt.de/en.

Notes

This position is suited to a full or a part-time position.

The willingness for frequent business trips is required.

Please observe the provisions of the country-specific vaccination regulations for entry and work in the country of assignment - in particular also regarding COVID-19.
We are happy to help accompanying partners discuss questions about benefits, residence permits and how to find your own job locally - feel free to get in touch with us during your application phase at map@giz.de.

Please understand, that we can only accept and process applications via our E-recruiting system. Following the confirmation of your successful application, kindly check your spam / junk mail folder on a regular basis, since some provider classify emails from our recruiting system as spam.

Our benefits

Ensuring the compatibility of career, family work and care commitments is part of our corporate policy. Flexible working hours and comprehensive preparation packages for families accompanying staff abroad are two examples of the opportunities that GIZ offers its employees. Our family-friendly philosophy also includes providing support for family members in need of care. Everyone has the same opportunities in our company, regardless of gender, nationality, religion, sexual orientation or physical disability. We recruit based on specialist expertise and social skills. Transparency and fair opportunities for career advancement are just as much a matter of course for us as gender not being a barrier to taking up a management position. Your work will begin with an onboarding and preparation phase that will give you initial insights into GIZ and lay the groundwork for your upcoming assignment, establishing new contacts and building up your network. We provide opportunities for taking part in training and professional development to all our staff. Our Academy for International Cooperation (AIZ) will help you develop your skills. We are a provider of international cooperation services for sustainable development and work to build a future worth living around the world. We support projects in over 130 countries to achieve goals sustainably together with our partners. During your assignment abroad, we will largely reimburse you for the school fees incurred for sending your children to schools providing a general education. Extensive check-ups and preventive measures (e.g. on appointment, before the outward journey, during the stay in a country of assignment, in an emergency) are provided to our staff and the family members accompanying them as a matter of course. You will receive various additional benefits during your stay abroad that will depend on your country of assignment. In many places, you will receive a subsidy towards the rent on your place of residence. If you have not yet found suitable accommodation at the time of your outward journey, you will receive a subsidy to put towards your hotel costs. We have put together an extensive package of benefits for family members accompanying staff abroad, including medical check-ups, language lessons and lump-sum allowances for the outward and homeward journeys. The Academy for International Cooperation (AIZ) also offers a range of preparatory courses on local culture, history and customs and on travelling with children. We allow our staff to accrue working time credits in a long-term working time account. This credit can then be used to take a lengthy leave of absence. We offer you various part-time working models to give you flexibility in planning your working and home lives. Flexi-time and the possibility for mobile working gives staff maximum
flexibility. We reward staff who achieve their agreed annual targets with a variable remuneration component.

About us

Your professional and personal development is important to us. At GIZ, you will be offered global work opportunities and an atmosphere that is characterised by diversity, respect and genuine equal opportunities. Gender equality promotion is a matter of course for us. Our benefits are also impressive in terms of work-life balance and family friendliness. Flexible working hours that fit your life situation are an integral part of our corporate culture.

GIZ is a signatory of the Diversity Charter. Recognition, appreciation and inclusion of diversity in the company are important to us. All employees shall be valued - regardless of gender and gender identity, nationality, ethnic origin, religion or belief, disability, age or sexual orientation.

GIZ would like to increase the proportion of employees with disability, both in Germany and abroad. Applications from persons with disabilities are most welcome.

Contact

Recruitment and Follow-on assignments Client Portal
+49 6196/79-3200
kundenportal-rueckfragen@giz.de