



VACANCY ANNOUNCEMENT

JOB TITLE	FINANCE & GRANTS MANAGER-HPF
JOB LOCATION	KUAJOK-GOGRIAL EAST & GOGRIAL WEST
REPORTING	FINANCE CONTROLLER
POSTING DATE:	13 TH MARCH 2019
CLOSING DATE:	26 TH MARCH 2019

General Description of the Programme:

GOAL, an International Humanitarian Non-Governmental Organization (INGO) with a presence in South Sudan since 1985 and has been responding to the ongoing crisis since 2013; with a focus on responding to needs in health, nutrition, WASH and Food security and livelihood. GOAL in South Sudan imp emergency, early recovery and development focused programs through a multi-sectoral programs approach in all the sites including Greater Upper Nile and Abyei Administrative Area— while our resilience-building programmes in Upper Nile State focus on food security and livelihoods. GOAL plans to expand its work to support MoH in delivery quality health care under the HPF3 in Gogrial East, Gogrial West and Twic Counties

Health Pooled Fund is a consolidation of funding from the British Government's Department for International Development (DFID), the Government of Canada, The Swedish International Development (SIDA) and the United States Agency for international development (USAID). The Health Pooled Fund (HPF) began its third phase in July 2018 and has funding to run until 2023. HPF3 will support delivery of essential health care at community (through Boma Health Initiative-BHI), Primary Healthcare centres and Units (PHCC/Us) and secondary referral hospitals. It will enable the strengthening of the referral system at all levels of health care. In addition, HPF3 will support the stabilization of local health systems and the strengthening of community ownership and governance structures. GOAL South Sudan will be working with MoH County levels to support the County Health Departments in Gogrial East and Gogrial West under this fund.

General Description of the Role:

The main purpose of this position is to manage the finance & grant element of the HPF project and to build the financial capacity of our local partners by ensuring proper systems and procedures are being followed and assist with administrative issues as required

Key Duties:

- Manage and review local & International partner NGO budgets, reports and cash requests
- Ensure timely receipt of partner financial reports
- Review all finance documents prepared by partners (and HPF related reports generated by GOAL).
- Consolidate consortium partners financial reports
- Liaise with FC/AFC and partners to ensure that HPF project reports are submitted to DFID in good time and quality
- Review partner documentation required for release of funds
- Review and process partner funds requests
- Ensure compliance with accounting procedures and policies and actively monitor internal controls to minimize risk to the organization. In particular, ensure appropriate cash management procedures are in place and operating effectively
- Closely working with FC/AFC, manage and build the capacity of local partners on financial matters, systems and donor compliance.

Approved





VACANCY ANNOUNCEMENT

- Engage in the completion of partner assessments (organisational capacity assessments etc.)
- Work closely with FC/AFC to ensure that any issues encountered are dealt with smoothly
- Ensure that all HPF project participants have the financial information they require to manage the project.
- Ensure partner spending is in line with signed agreement.
- Monitor and assist program managers with the financial management of programme budgets including expenditure forecasting, and ensuring the Budget Monitoring Tool (BMT) for the HPF project is completed in a timely manner
- Help in preparing management account and updating Month end supporting schedules
- Training and mentoring of GOAL and partner project staff.
- Routine field trips to provide support to HPF programme managers.
- Other duties as requested by the FC/AFC.

Requirements:

- Qualified accountant with at least a bachelor's degree in business administration or Bachelors in Commerce majoring in Accounting & Finance.
- Three-four years' experience working in a finance role
- Work experience in busy, changing environment
- Excellent written and spoken English, outgoing personality with excellent communication and training skills
- Excellent computer skills including proficiency in Microsoft Excel and Word and if possible, have knowledge of Sage desirable or a similar package.
- Ability to implement effective projects sometimes with limited resources.
- Good team player, flexible and capable of working with a multinational country team.

Equal Opportunities

GOAL practices and does not discriminate because of ethnic background, colour, age, disability, marital status, religion or gender and will practice positive gender employment as far as possible however female candidates are encouraged to apply.

Child protection

GOAL recognises the rights of all children within our care to be protected from harm in accordance with the United Nations Convention on the Rights of the Child (CRC). GOAL takes seriously its duty of care and it undertakes to create an organisation that is safe for children where all efforts are made to prevent abuse. GOAL sees the best interests of the child as paramount.

APPLICATION PROCEDURE

Applications should be addressed to the Human Resource Department, Goal South Sudan office Munuki, Juba or alternatively email your applications to goaljobs@ss.goal.ie before **26th March 2019**. Please note that only shortlisted candidates will be contacted. Do not submit original documents at this stage of recruitment. Hard Copies of Applications can be dropped at our office located at Midan Rambo in Hai Kuwait **This is a national position therefore ONLY South Sudanese are encouraged to apply.**



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