



## INTERNAL & EXTERNAL JOB OPENING

War Child Holland has been working with Children and communities in Southern/South Sudan for 25 years since 1998, and established a South Sudan Country Office upon independence in 2011. War Child's Child protection, psychosocial support and education activities in South Sudan focus on supporting the resilience of children and those responsible for their care during and after conflict and reinforcing community-based child protection mechanisms aimed at preventing rights violations, with the active and meaningful participation of children. In recent years, War Child has implemented various child protection and education projects which included (a) establishing child friendly and safe learning spaces (b) Supporting youth and families in improving their livelihood and income-generating potential through capacity building activities; (c) increasing access to education, particularly the participation of girls by addressing barriers to education and promoting behavioral change amongst families and communities; and (d) supporting teacher training and development through a tablet-based learning methodology. As of June 2017, War Child's geographical scope includes Greater Upper Nile, Central Equatoria, and Jonglei States.

War Child Holland's programme in South Sudan is anchored on a rights-based and community development approach, War Child Holland utilizes participatory methodologies with the overarching goal of empowering communities and individuals as 'change agents' capitalizing on their own inherent capacity and strength.

<b>Job opening</b>	<b>Financial Controller</b>
<b>Position open for:</b>	<b>South Sudanese Nationals only</b>
<b>Advertisement date:</b>	<b>1<sup>st</sup> February 2023</b>
<b>Duty Station:</b>	<b>Juba with frequent travels to War Child Holland field locations</b>
<b>Reports to</b>	<b>Finance Manager</b>
<b>Functional Level</b>	<b>F</b>
<b># needed</b>	<b>1</b>
<b>Position Status</b>	<b>Non relocatable</b>
<b>Duration of contract</b>	<b>12 months with possibility of extension</b>
<b>Start Date</b>	<b>April, 2023, dependent on approval of anticipated funding</b>
<b>Closing date:</b>	<b>28<sup>th</sup> February 2023</b>
<b>Position condition</b>	<b>Dependent on approval of funding</b>



### Purpose of the job

Financial Controller is a senior position in the organization and will support all aspects of financial, partnership and compliance management of the War Child Holland South Sudan country office. S/he will work collaboratively with field and country office teams to ensure compliance with WCH internal policies and procedures as well as donor and statutory regulations. Under the direction of the Finance Manager, S/he will be responsible for financial and compliance functions including; perform and report on internal controls, financial monitoring and capacity building, budgeting, Donor reporting, partner financial management and support the Program Department. This position will provide timely reports and assistance to the Finance, Operations and the Program teams to ensure that financial resources are used efficiently and effectively. The role also involves capacity building of finance team on online financial management system use.

The incumbent must possess high integrity and trustworthiness. Must be proactive, analytical and team oriented. Ability to build and maintain strong work relationship skills including the ability to communicate well on all levels. Display initiative, flexibility, creativity, natural curiosity and a strong work ethic, persuasive and service-oriented, and demonstrate an array of relevant technical skills. Openness to diversity and different points of view.







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**Essential Tasks and Responsibilities**

**Control and Compliance**

- i. Responsible for ensuring full compliance with donor requirements and WCH policies and for providing management with all financial and compliance administrative aspects of projects while adhering to local laws and regulations.
- ii. Support the Finance Manager Plan, perform and report on internal verifications to ensure that financial control, financial guidelines of donor requirements and other control procedures are in place and properly implemented and managed in the organization.
- iii. Performing procedures to identify occurrence of financial errors and non-compliance with WCH's delegation authority, procurement threshold and other irregularities) or fraud and bringing any findings to the attention of the Finance Manager (FM) and the senior management (CD, HoP & BDM).
- iv. Review thoroughly all financial documents of projects funded by major donors and ensure the expenditure incurred fully comply with donor requirements before any donor audit takes place.
- v. Ensure compliance with all tax liabilities.

**Donor Grant and & Financial Management and Reporting**

- vi. Assist the Finance Manager with the management of donor funds and timely production of donor reports, internal quarterly and annual financial reports.
  - i. Assist budget holders with preparation of donor and organizational budgets; ensure compliance with donor regulations.
  - ii. Assist the Finance Manager in the process of obtaining explanations of variances between budget and actual spending, income etc.
  - iii. Coordinate with the relevant programme staff and ensure monthly review of BVAs and incorporate feedback
  - iv. Contribute for budget proposal development

**Partnership and Engagement**

- vii. Review financial reports and transactions provided by the partner on a timely basis, and provide feedback to partners (as required) and keep PM and FM, RFA informed
- viii. Support and maintaining proactive links with partners to ensure compliance Donor requirements, WCH policies and national laws.
- ix. Provide support, supervision and oversight function of partners compliance to ensure that the overall project implementation complies with donor and WCH regulations and policies;
- x. Work closely with the implementing partner finance/Grants team to ensure compliance by providing trainings and regular technical assistances and assist with budgetary and finance needs.
- v. Participate in the assessment of the financial management capacity of WCH's partners, identifying capacity gaps on annual basis, recommend actions to address the gaps and make follow ups with relevant staff for timely implementation.
- vi. Review partners' external audit reports and following up any issues raised in the audit reports.
- vii. Make recommendations to the FM and Management on the performance of WCH's partners with special focus on the key areas that require management attention for immediate improvement (findings rated as high risk).





- viii. Assess the finance skills of both finance and key non-finance staff of partner organizations by using the partner assessment tool and other relevant tools.
- ix. Preparation of monthly cash flow and ensuring adequate monetary levels of partners.

**Capacity Building (10%)**

- i. Support the FM train and develop the capacity of WCH's finance teams to ensure that a good standard of financial management is maintained
- ii. Under take financial training of budget-holders, to assist them in enforcing financial controls & making decisions based on financial reports.
- iii. Other financial duties and general systems support
- iv. Support training of staff in procurement, budget management and systems policies and procedures as appropriate

**Other**

- v. Adhere to the standards of conduct outlined in Code of Conduct (CoC) with Associated Policies; the Child Safeguarding Policy and the Anti-Trafficking Policy.
- vi. Support and promote the standards outlined in the WCH and donor Code of Conduct and related policies to the team.
- vii. Undertake other related duties as may reasonably be assigned by the PM, FM, RFA and Country Director.

**Required Skills and Qualifications**

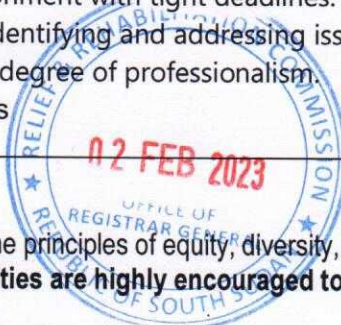
**1) Education Qualifications.**

- Qualified Accountant (CA/CMA/ACCA/CPA degree) or Master's degree in finance 3-5 years' experience in a similar position, ideally in a lead agency consortium
- Conversant with online financial management system specifically UNIT4.
- Experience of working on projects funded by major international donors, particularly UN agencies, ECHO, EU and FCDO.
- Experience in developing staff technical and management capacities
- Experience in managing finance/compliance for complex grants in sensitive settings.
- Fluent in English
- Familiarity with broader systems development including procurement, logistics, HR and IT.
- Experience of working/living in insecure and sensitive environments
- Ability to work under pressure to meet tight deadlines

**2) Desirable**

- Ability to build productive working relationships within a multicultural and multidisciplinary team
- Positive attitude of "can-do", solution-oriented.
- Ability to cope with stress, to work under pressure in often strict deadlines.
- Ability to work on own initiative and in team
- Excellent knowledge of Microsoft Office.
- Experience of a flexible approach to managing and prioritising a high workload and multiple tasks in a fast-paced environment with tight deadlines.
- Experience of proactively identifying and addressing issues
- Ability to work with a high degree of professionalism.
- Affinity with WCH principles

**NOTE:** WCH is deeply committed to the principles of equity, diversity, and inclusiveness. **Qualified women and individuals with disabilities are highly encouraged to apply.**





**How to apply:**

Application letters along with an updated **three page CVs** with details of three most recent referees, copies of certificates and National ID addressed to the Human Resource Department War Child Holland and be delivered by **email** to [info.ssdco@warchild.nl](mailto:info.ssdco@warchild.nl). **Or** through hard copy delivery. The position "**Financial Controller**" must be clearly indicated in your subject line in the email or hardcopy application.

**Note:** Once you have submitted hard copies of your application, please we request that you do not do the same online/email and vice versa.

Please note that due to large volume of applications, any application letter received is not returnable and War Child Holland is not obliged to give feedback/notices to none shortlisted applicants.

**War Child Holland South Sudan values your applications, however, only shortlisted candidates will be contacted.**

