



JOB ADVERTISEMENT

50 H3

Post Title: Finance & Logistics Manager

Number of Vacancies: One (1)

Duty Station: Juba

Reports to: Deputy Country Director



12/02/2021

About BRAC South Sudan

BRAC South Sudan is legally registered as a branch of Stitching BRAC International with the government of the Republic of South Sudan. Since its inception in 2006, BRAC South Sudan has implemented various programs in education, youth empowerment, agriculture, food security and livelihoods, health, emergency response and microfinance. In 2017, BRAC South Sudan down-scaled its operations as a result of the heightened conflict that had made BRAC's programmatic operations extremely difficult. In 2019 BRAC South Sudan gradually re-opened operations in South Sudan with a programmatic focus on education, health, youth empowerment, agriculture and livelihoods, water and sanitation, and climate change. Currently BRAC South Sudan is actively working in the four states of Eastern Equatoria, Central Equatoria, Western Equatoria and Northern Bahr el Ghazal and will be expanding to Western Bahr el Ghazal in the near future.

About Education for Peace, Recovery and Resilience (EPRR) program

The Education for Peace, Recovery and Resilience (EPRR) is a three-year program to expand access to learning opportunities in a safe, protective learning environment while reinforcing resilience efforts and recovery trends for youth most affected by conflict in South Sudan. EPRR is a USAID-funded project implemented in a consortium led by FHI 360. In addition to BRAC South Sudan, implementing partners include Norwegian Refugee Council and Democracy International, as well as several national NGOs. The program covers four objectives: to (1) increase access to equitable learning opportunities for boys and girls, (2) improve learning outcomes through enhanced literacy and numeracy instruction, (3) enhance recovery and resilience through psychosocial support and peacebuilding activities, and (4) increase the capacity of communities to support education and increase ownership to maintain education facilities. Under the EPRR program, BRAC will implement non-formal education activities in Eastern Equatoria and Early Childhood Development (ECD) activities in expanded project areas.

Job Summary

The Finance and Logistics Manager will support the day to day financial management for EPRR project in strict compliance with USAID, FHI 360 and BRAC requirements as well as the procurement and logistics needs for the program.

Main Responsibilities of the Role

- Develops, updates and monitors program budgets
- Prudently manages the program financials, ensuring that all expenses are consistent with the approved budgets and program standards
- Supports the timely completion and accuracy of periodic financial reports and invoices
- Ensures project budgets, accounting, and fiscal control procedures are implemented effectively and compliantly
- Supports compliance with program subcontract
- Undertakes scenario planning and analysis prepares ad hoc financial reports for management decision making purposes
- Provides support during audits
- Develops/updates and executes procurement/logistics plans
- Supports the Monitoring, Evaluation and Learning processes



Required Qualifications/Person Specifications (Experience, Knowledge and skills)

- Degree in Accounting, Commerce or Finance from a reputable University
- Professional qualification (ACCA, CPA) is an added advantage
- Ability to work both independently and in a team; proven analytical and problem-solving abilities
- Project management experience, including experience working on multi-cultural teams
- Eight (8) years of relevant work experience with reputable international organizations
- Knowledge of and experience working on complex US Government contracts, particularly USAID-funded projects
- Knowledge of standard procurement procedures and practices for INGOs
- Strong knowledge of donor procurement rules and regulations
- Strong ability to use and develop management and tracking systems
- Demonstrable hands-on experience with accounting systems and a high degree of competency with MS and Google tools is a must
- Excellent interpersonal and organizational skills
- Effective communication and problem-solving skills
- Ability to live and work in challenging environments

Application Instructions:

Interested candidates who meet the above conditions should forward their CV and covering letter (which should include the contact details for at least two professional references from previous employers to. The Human Resource Office BRAC South Sudan Program through e-mail jubahr-ssd@brac.net or hand delivered to the BRAC **South Sudan Country Office**. Plot 15 Block L14, Atlabara, Street 22 Juba. **Deadline is March 5 2021 by 5pm Juba Time**

Application documents once received will not be returned to applicants. Applicants are advised not to include any original documents in their application. BRAC South Sudan Program Office will not be held responsible for the loss of such documents.

Applications received later than the deadline will not be short-listed. Only short-listed candidates will be contacted. Due to the urgency of this vacancy announcement, BRAC South Sudan International reserves the right to fill this position prior to the closing date

BRAC International is an equal opportunity and affirmative action employer. BRAC International prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, age, national origin, disability status, protected veteran status, or any International

