



YEI TEACHER TRAINING COLLEGE
Hai Mission, Old Mission Road, Yei River State, Republic of South Sudan

Job Advert

Job Title: Finance Manager
Job Location: Yei, South Sudan

Closing Date: /24/July/2026



Introduction

Yei Teacher Training College is one of the fastest growing teacher training colleges in South Sudan. It has trained pre-primary and primary school teachers in South Sudan since 2001, working closely with the Ministry of General Education and Instruction (MoGEI) and Education Partners in the country.

Job Purpose

The College is seeking to recruit a **Finance Manager**, based in Yei, South Sudan. The job holder is a member of Yei Teacher Training College Senior Management Team responsible for planning and making decisions for the day to day running of the College and working closely with other team members under the direct supervision of the College Principal

Key Roles and Responsibilities

- Manage finance department, ensuring effective forecasting and monitoring of all financial aspects.
- Maintain planning and budgetary processes ensuring that processes are followed, and finances are well managed.
- Manage financial reporting to YTTC Board, donors and other stakeholders
- Prepare for and manage Audits.
- Understand and contribute to the strategic planning and development of the college
- Implement all financial aspects as directed by YTTC BoG, Principal and Strategic Development Plan.
- Maintain effective financial systems, policies and procedures and ensure they are used throughout the organization.
- Develop project budgets for funding applications
- Supervise Finance Officer in his/her duties of overseeing daily income/expenditure at YTTC and manage performance.
- Work closely with Principal and Finance Assistant to ensure efficient cash flow.
- Advise of any shortfalls and ways to rectify by being alert to any issues and communicating with SMT
- Collaborate with various YTTC colleagues in the execution of the responsibilities laid out in this Job Description.
- In the interest of team work and growing the College, perform other additional duties from time to time as required by the College management.

Other Requirements

- Bachelor's Degree in Business Administration majoring in Accounts or Finance.
- At least 5 years' experience as a Finance Officer managing multi-donor funds in a reputable organization
- Proficiency in application of QuickBooks
- Proven ability to prepare good financial reports with multiple donors
- Thorough understanding of donor grant and financial requirements
- Willingness to work in stressful environment and on tight schedules
- Demonstrated knowledge and hands on experience on financial procedures.

All applications together with copies of resume, cover letter and academic documents should be sent (as a single document) to hr@yeitc.org with a copy to dpadministration@yeitc.org and principal@yeitc.org. Use subject line "**Finance Manager**". Female South Sudanese applicants are particularly encouraged to apply for this role. Only short-listed applicants will be contacted.

Note: YTTC has a zero tolerance to corruption and sexual exploitation and abuse. All staff are required to adhere to the code of conduct, that enshrines the principles of PSIA and zero tolerance to corruption.

