



SOMALI COMMUNITY CONCERN

Vacancy Announcement

Position Title: Finance officer
Location: Jowhar, Middle Shabelle region
Project Number: SOM-18/3485/SA2/WASH/NGO/11032
Project Duration: 12 Months (18th December 2018th - 17th December 2019)
Contract Status: 12 months (Full Time)
Dead line: 10th December 2018
To Apply: info@sccsomalia.org / scc.somalia@hotmail.com

1.0 INTRODUCTION

Since 2003 Somali Community Concern (SCC) has been operating in South/Central Somalia with life-saving and developmental programs and services reaching over 45,000 IDP Children, 180,000 IDPs and 120,000 vulnerable elderly men and youths. Currently, SCC implements programs in education, WASH and Gender-based Violence prevention and response in Banadir, Lower Shabelle and Lower Jubba Regions.

From emergency response through post-conflict development work, in a great variety of roles in the emergency situations, Somali Community Concern staff is a force for humanity and hope. If you're skilled and passionate, we'd like to add your energy to ours to run WASH program in Jowhar supported by SHF. Careers at the SCC are as wide-ranging and far-reaching as our work. Encouraging staff development through promotion, transfer and rehire at the SCC is long-term career paths and helps employees grow within the organization. At any given moment and on any given day, SCC staff members are restlessly and effectively working for life saving of the most vulnerable among us—to restore hope, dignity and freedom.

SCC and all its workers adhere to values and principles outlined in SCC manuals for Professional code of Conduct. In accordance with these values, SCC operates and enforces policies on Beneficiary Protection from exploitation and abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.

2.0 SUMMARY OF RESPONSIBILITIES:

The Finance officer will support many of the financial activities of the project titled on "Sustainable WASH interventions for Riverine, Agro-pastoral and vulnerable communities to improve access to Water, Sanitation and Hygiene in Jowhar District, Middle Shabelle region." On a day-to-day basis the finance Officer carries out a variety of accounting functions required to ensure the financial needs of the program are met and that all financial transactions are carried out and recorded with integrity and in accordance with donor and SCC financial manual.

3.0 SPECIFIC DUTIES & RESPONSIBILITIES.

The specific duties and responsibilities of the projects finance officer include:

Analyze management performance and oversee efficient working of same. Collaborate with accounting and finance team and prepare financial statements on a monthly basis. Prepare various financial reports and submit it to donor/SHF finance team.. Maintain records of all data and evaluate it to recommend service delivery. Maintenance of accurate and timely accounting records for all financial transactions. Fill and retrieve of accurate supporting documentation for all financial transactions, Management of cash and, where applicable, bank payments, ensuring the security of all project funds.

4.0 REQUIRED QUALIFICATION/EXPERIENCE & COMPETENCIES

- BA of Accounting or related Fields Corporate Finance.
- Reporting Skills, Attention to Detail, Deadline-Oriented, Reporting Research Results
- Confidentiality, Time Management, Data Entry Management, General Math Skills
- Two years of progressively responsible professional work experience at national level in supervisor.
- Must be highly organized and able to work well with others

Female Somali nationals are strongly encouraged to apply. International allowances are not available for this position.

SCC considers all applicants on the basis of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status or disability.

For more information, please visit www.sccsomalia.org