

WE ARE HIRING

Job Role: Finance Specialist
Reports to: Senior Finance Manager
Contract Duration: Until 31.06.2026
Location: Wa



Implemented by:
giz Experte. Schlichter. Partner.
GIZ - German Institute for International Cooperation

Company Profile:

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) - is a public-benefit federal enterprise working in more than 100 countries worldwide. We work on behalf of the German Government and support public and private sector clients in a wide variety of areas, including economic development and employment, energy and environment, and peace and security. Our activities cover three priority areas: Energy and Climate, which deals with renewable energy and energy efficiency; Training and Sustainable Growth for decent Jobs; and Peaceful and Inclusive Societies, which focuses on good governance.

Project Brief:

The **MOVE EU REACH Project** seeks to build Climate Resilience across 14 districts in northern Ghana. Through extensive capacity building measures on Conservation Agriculture, Community Engagement and improved planning and policies on District level, the challenges of climate change for rural areas are tackled. The Project is co-funded by the European Union and the German Federal Ministry for Economic Cooperation and Development. It is part of the EU Ghana Agricultural Programme which is implemented together with the Ministry of Food and Agriculture of Ghana (MoFA).

Scope of Role:

As a Finance Specialist you are responsible for ensuring that financial administrative functions well in accordance with GIZ standard procedures. You are also to ensure financial planning, monitoring and accounting according to GIZ rules and regulations and serve as support system to the senior finance manager.

Tasks:

- Monitors the real accounts (payables, receivables) and reports regularly to the officer responsible for the contract and cooperation and the accounting manager
- Preparation and Processing of Grant Agreements in collaboration with technical units of the project and HQ
- Submits the end-of-month accounts from the project accounting, cash books and account balance vouchers (through or from WINPACCS) to the officer responsible for the contract and cooperation and forwards them to GIZ Country Office
- Ensures services rendered within the section are done correctly according to GIZ Financial and Accounting Guidelines
- Ensures full compliance to internal control/ auditing rules
- Carries out accounting procedures using WINPACCS bankbook and cashbook software, balancing both books periodically, always prepared for both regular and unannounced cash counts and bank reconciliation statements
- Routinely monitoring income, expenditure, and monthly reconciliation in accordance with GIZ requirements

Profile:

- BSc, MBA/MSc/MA in accounting, finance, auditing or similar area
- Membership of ACCA/ICAG/CIMA/CITG or other comparable professional membership will be an added advantage
- At least five (5) continuous years' work experience within a similar position
- Excellent knowledge of procurement procedures
- Strong command of English language (both written and oral) is required; knowledge of German language is an asset
- Excellent knowledge of Microsoft Office, especially MS Team, Word, Excel, PowerPoint.
- Mandatory working knowledge in IT-based accounting programs
- Proactive attitude towards personal growth and institutional changes
- Must be ready & willing to relocate to Upper West -Wa

How to Apply:

Interested and suitable applicants are to forward their Curriculum Vitae (CV) and a one-page cover letter stating their motivation to the position and added value to the project to recruitment-ghana@giz.de quoting the **Job Code 2024/REACH-FS/10/01** in the subject line. If you do not hear from us four (4) weeks after the deadline, please consider your application unsuccessful.

Pro-TIP: Want to stand out from other applicants? We encourage you to include a 1-2min video why you are excited about that opportunity and what unique value you can bring to the project.

GIZ is an equal opportunity employer committed to diversity. All qualified candidates regardless of age, sex, ethnicity, race, and religion are encouraged to apply.

 **Closing date:** 24.01.2025