The Alliance of Bioversity International (www.bioversityinternational.org) and the International Center for Tropical Agriculture (CIAT) (www.ciat.cgiar.org) delivers research-based solutions that harness agricultural biodiversity and sustainably transform food systems to improve people’s lives. Alliance solutions address the global crises of malnutrition, climate change, biodiversity loss, and environmental degradation.

The Alliance is part of CGIAR, a global research partnership for a food-secure future (www.cgiar.org).

HarvestPlus (www.harvestplus.org) improves nutrition and public health by developing and promoting biofortified food crops that are rich in vitamins and minerals, and providing global leadership on biofortification evidence and technology. HarvestPlus is part of the CGIAR Research Program on Agriculture for Nutrition and Health (A4NH). HarvestPlus is based at the International Food Policy Research Institute (IFPRI) and collaborates with multiple CGIAR centers and partner organizations.

**Position Summary:**

The Alliance, on behalf of HarvestPlus is seeking a **Finance Manager** for an anticipated World Bank Multisectoral Child Nutrition and Health Project (PMNS) project in DRC. The recruitment of this position is contingent on the award of the project. HarvestPlus will be providing technical assistance services to the government of DRC, funded by the government using the proceeds of a loan from the World Bank to the Ministry of Health. This work will range from building capacity and integrating biofortification into government agricultural breeding programs, through development of quality seed markets and dissemination to farmers, through creating demand for biofortified crops through food processors and markets through developing materials on the nutritional benefits of biofortified crops and training community nutrition promoters.

The Finance Manager, under the supervision of the Global Finance Team, will have primary responsibility for financial, accounting, and in-country budget management for the project, supervision and oversight of all financial and accounting support staff, and establishment of the financial systems and procedures required to ensure compliance with the World Bank regulations and local law. S/he will provide management support and oversight in the implementation of program activities in the areas of finance and accounting. For this position, we are looking for someone with proven leadership and problem-solving skills, who works collaborative to identify and implement solutions. The successful candidate will be a hands-on and participative manager and will lead and develop an internal team to support the financial management of the project.

**Duties and Responsibilities:**

- Implement financial and budgeting policies and procedures that meet project needs and corporate and client requirements.
- Understand HarvestPlus/IFPRI’s financial tools, systems, and policies and oversee their application and implementation for the Kinshasa and Bukavu field offices.
- Ensure timely completion of month-end and year-end accounting closes, with appropriate supporting documentation for all accounting transaction uploaded to HarvestPlus/IFPRI’s accounting system.
- Lead and continuously develop and strengthen the field office finance and accounting team. Organize the orientation and provision of continuous training / skills building for all relevant field staff on financial policies and procedures, and finance, accounting, & project management.
Advise and communicate with the Project Manager on project financial status, availability of funds for project activities, and other financial and compliance related matters.

Liaise on a continuous basis with Headquarters Finance team to ensure highest level compliance with HarvestPlus/IFPRI’s policies, regulations, and procedures.

Provide a leadership role in ensuring strict compliance with The World Bank’s rules, regulations & within contract terms.

Ensure clear separation of duties, transparency, accountability and compliance in line with HarvestPlus/IFPRI’s policies and procedures and host government (DRC) laws.

Work in close collaboration with field-based Technical Leads and other technical staff to develop a culture of budget and financial management that is commensurate with the ambitions of the project.

Maintain financial reporting and tracking systems providing data measurements on financial performance of project objectives and activities.

Prepare timely monthly financial reporting and accurate financial projections throughout the fiscal year. Develop, analyze and monitor program budgets spending.

Collaborate with project leadership to identify resources to help the program meet its goals, deliverables, and milestones.

Provide on-going financial administrative oversight to the project, including approval of financial transactions (payroll, vendor invoices, vouchers, etc.), and client invoices.

Monitor financial transactions, ensure accountability and transparency, and assess unusual transactions.

Work with the Project Manager and Home Office management to support statutory audits, client audits and financial control reviews.

Work with the Project Manager to liaise with The World Bank on finance and accounting issues.

Requirements:

- A Master’s Degree, in Business, Finance, Accounting, or other relevant field, required
- At least 10 years of experience in a management position in the public or private sector
- Demonstrated knowledge, skills and/or experience in accounting, financial planning, and other management support areas, as required.
- Demonstrated skills, abilities, and experience managing complex donor funded programs, including timely reporting;
- Work collaboratively across technical disciplines;
- Communicate effectively orally and in writing.
- Proven supervisory experience and experience in design and implementation of training/capacity building for finance and accounting staff.
- Demonstrated leadership qualities, with a depth and breadth of expertise in financial management.
- Ability to work independently and manage a high-volume workflow
- Familiarity and experience with World Bank financial policy and procedures
- Ability to travel extensively to program locations within the Democratic Republic of Congo, as required.
- Ability to work independently with minimal supervision, but also participate as a team member in accomplishment of duties.
- Strong ability to co-ordinate, prioritize and organize workload; take initiative and work under pressure.
- Excellent interpersonal skills with advanced written and verbal communication skills in French and English.

How to apply:

Applicants are invited to apply online through the Alliance website http://ciat.cgiar.org/ciat-jobs not later than 30th October 2020; attaching a cover letter expressing your interest in this position and curriculum vitae saved as one document using the candidate’s lastname, firstname for ease of sorting. Applications should include reference number Ref: HV-DRC-FM-2020-01 as the position applied for.
Notes:
1. Hiring for this position is contingent upon successful bidding and signing an agreement with the donor.

2. The Alliance does not charge a fee at any stage of the recruitment process (application, interview meeting, processing or training). Further, The Alliance has not retained any agent in connection with this recruitment and does not concern itself with information on applicants' bank accounts.

Applications closing date: 30th October 2020

Please note that email applications will not be considered.

Only short listed candidates will be contacted.