Finance Quality Assurance Officer

The Organization

The Alliance of Bioversity International and the International Center for Tropical Agriculture (CIAT) 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. With novel partnerships, the Alliance generates evidence and mainstreams innovations to transform food systems and landscapes so that they sustain the planet, drive prosperity, and nourish people.

The Alliance is part of CGIAR, a global research partnership for a food-secure future.

About the position

The **Finance Quality Assurance Officer**, reporting to the Global Finance Director and working closely with the Organizational Management Unit, will design, implement, monitor and evaluate accounting and financial controls, and other legal compliance processes in place. Key responsibilities of the position include the implementation of quality control and assurance plan to mitigate financial risk and provide reliability about the accuracy and completeness of the statements, main donor financial reports, financial business process and ensuring the organization complies with all relevant external laws and internal policy requirements; review and analysis of the organization's financial information to provide advice, improvements and changes in the processes and internal controls and business processes; and communication and implementation of the changes and improvements in close collaboration of the applicable finance staff around the globe.

Key Responsibilities

- Reviews and monitors the quality of financial information, implementation of financial processes evaluating that internal controls are adequate and provides assurance that finance information fully complies with local laws, CGIAR guidelines, internal policies, and donor requirements;
- Designs and implements a Financial Quality Internal Control Plan to verify the current quality and state of compliance of the financial matters in all the offices, suggesting critical control points and preventive measures; establishing critical limits, monitoring procedures, corrective actions, and verification procedures to improve the current state;
- Verifies the quality of the financial information originating with Global and Regional Finance Units, supporting implementation of required changes at the business and functional process level;
• Recommends improvements to policies and procedures to support a robust financial quality assurance framework is in place, in close collaboration with the Organizational Management Unit;
• Consolidates and reviews audit information and documentation ensuring accurate and timely submissions, in liaison with the Internal and External Auditors (specifically to the Annual Institutional Audit);
• Provides feedback indicators and recommendations to the Global Finance Director, Organizational Change Manager, SMT, and Other leaders to implement the required corrective actions to improve the quality of financial information and processes;
• Examines and recommends improvement to business processes, including but not limited to financial business processes.

Qualifications and requirements:
• Master’s degree in business administration, finance, economics, accounting or related fields, with CPA/ACA/ICA preferably
• A minimum of eight years of relevant experience in an international setting, and business process improvement with demonstrated accomplishments in Internal Controls and Financial Quality Assurance
• Experience in designing and implementing Financial Quality Internal Control Plans in multinational organizations and knowledge in financial risk management
• Experience with accounting software
• Knowledge with ERP and BI (Business Intelligence) is an advantage
• Extensive knowledge of accounting principles (IFRS) and procedures
• Willingness and ability to travel internationally, as needed
• Professional proficiency (written and oral) in English and Spanish

Role skills and competencies
• Ability to manage multiple projects and meet deadlines in a changing work environment
• Proactive and performance/metric-driven with solid understanding of performance reporting
• A detailed oriented and analytical and innovative mindset offering creative concepts and ideas
• Excellent leadership skills and ability to develop and implement a long-term strategic plan
• Experience analyzing financial transactions and its report preparation/delivery
• Critical thinker and problem-solving skills
• Clear and articulate communicator with effective interpersonal skills with the ability to develop working relationships, partnerships and influence others
Terms of employment

This is a Colombian national recruitment. The position will be based at the Americas Hub, located in Palmira, Colombia. The selected candidate will be appointed through a fixed term contract for one (1) year, subject to a probation period of two (2) months, and is renewable depending on performance and availability of resources. The Alliance Bioversity-CIAT offers a multicultural, collegial research environment with competitive salary and excellent benefits.

Applications

Applicants are invited to send a cover letter illustrating their suitability for the above position against the qualifications, competencies, skills together with a detailed curriculum vitae, including names and addresses of three referees knowledgeable about the candidate’s professional qualifications and work experience (all these documents must be written in English language). All correspondence should be addressed to the Human Resources Office, at (t.solis@cgiar.org) and should clearly indicate “Application: Finance QA Officer”. Please note that only short listed candidates will be contacted.

Closing date for applications: Nov 15/2020.

We are an equal opportunity employer, and strive for staff diversity in gender and nationality.

We invite you to learn more about us at: