Financial and Planning Analyst

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

Based at the Alliance Office in Palmira - Colombia, and under the supervision of the Finance Specialist, the Analyst will work within the team of Financial Planning & Analysis to assist with the development, implementation, and maintenance of key reports, and of reporting and business intelligence tools.

The Analyst knows well the cycle of FP&A: planning, monitoring, and reporting. They will be able to assist with business reporting and analytics and is able to use Enterprise Resource Planning (ERP) solutions and Microsoft Power BI (or other BI tools) to improve financial reporting.

Key Responsibilities

- Analyzing trends and report back to the team
- Prepare cost requests upon demand
- Prepare internal reports that are visually attractive, timely and accurate
- Support team with improvements to the excel workbooks and the ERP system
- Assist with the development of financial reporting packages and be able to update and keep excel workbooks that have large data sets
- Propose reporting solutions and assist with data management, data sources and dissemination.
- A power user of excel (know sumif, vlookup, pivot tables and more) and knowledge of of Microsoft Power BI or any other BI solution to improve financial reports a plus
- Assist with the maintenance of Budget data in the company’s Enterprise Resource Planning (ERP)
- Support the program in other needed tasks
Qualifications and requirements

- University degree in Business Administration, Finance, Economics, Accounting or related careers
- At least 3 years of relevant work experience, preferably in an international organization
- Working knowledge of Enterprise Resource Planning (ERP) solutions (preferably Unit4 EnterpriseResource Planning) and Microsoft Power BI
- Proficiency in relevant software packages (Microsoft Word, Excel, PowerPoint)
- A strong technological skill set, paired up with financial and accounting knowledge
- Working knowledge of financial systems, to elaborate financial reports in a systematic way
- Intermediate English (oral and written) Italian (Desirable)

Skills

- Solid communication and interpersonal skills, including the ability to work effectively with other national and cultural backgrounds
- Well-developed skills in personal organization, priority setting and problem solving
- Strong client orientation and service approach
- Ability to work with a high degree of independence within assigned areas

Terms of employment

This is a Colombian national search and will be managed through a fixed term contract of a one (1) year period, 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. We are an equal opportunity employer, and strive for gender, diversity, and inclusion in our staff, without regard to race, color, religion, gender, gender identity, sexual orientation, national origin, ethnicity, age, disability, marital status, or any other characteristic.

Applications

All correspondence should be addressed to the Human Resources Office, at (L.cabal@cgiar.org) and should clearly indicate “Application: Financial and Planning Analyst”.

Closing date for applications: 04/10/2022

We invite you to learn more about us at:

Home page | Alliance Bioversity International - CIAT (alliancebioversityciat.org)