



**Title: Programme Finance Associate (SB4)**

**Call to Action**

- Are you result driven and can you work well in teams?
- Do you have a keen eye for detail and can you ensure high quality and accuracy of work?
- Can you multi-task, prioritize and continuously strive to improve business processes?  
If so, this might be the job for you.

**How You Can Make a Difference:**

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA is seeking candidates that transform, inspire and deliver high impact and sustained results; we need staff who are transparent, exceptional in how they manage the resources entrusted to them and who commit to deliver excellence in programme results.

**Job Purpose:**

You will work with an inter-disciplinary team and will deliver high quality and accurate financial and administrative services to internal and external clients mastering all relevant rules, guidelines and processes. You will play a pivotal role between programme and operations in the design, planning and management of country programme, through analysis and provision of financial information, ensuring appropriate monitoring of projects and AWP's, gathering of data for decision making regarding programme implementation.

**Qualification and Experience:**

Your Education

- Completion of Secondary School is required
- Bachelor's Degree in Business Administration or related field is preferable
- Recognized training and/or certification in basic finance principles is an asset

Your Experience

- Minimum of 7 years' relevant professional experience in data support management systems and financial management in the private, public sector or in an international organization is required
- Previous experience in the UN is an advantage

Find out more and apply by clicking "Apply Now" at <https://bit.ly/3f9EDdW> where full details of the position is available.

**CLOSING DATE:** Sunday, 18<sup>th</sup> April 2021 (midnight Suva Time)