**Vacancy Announcement**

Deutsche Welthungerhilfe (formerly known as German Agro Action/GAA) was founded in 1962. Today it is one of the biggest private development organizations in Germany. Non-profitmaking, politically independent and non-denominational, the organization works under the leadership of an honorary board and the patronage of the German President.

We are currently looking for a Head of Finance (100%) for Country Office Tajikistan. The position will be based in Dushanbe.

General Data of the Position

|  |  |
| --- | --- |
| 1. Job title: | Head of Finance |
| 2. Reports to: | Country Director / Regional Finance Manager |
| 3. Duty Station: | Dushanbe, Country Office of Welthungerhilfe |
| 4. Scope of the position | 100% (full time) |
| 5. Duration: | One year, with good possibility of extension |
| 6. Closing date for applications: | 22 June 2024 |

**Objectives and General Responsibilities**

Deutsche Welthungerhilfe e.V. (WHH) is currently looking for a qualified and motivated person for the position of Head of Finance. The objective of the role is to implement existing financial standards in programs and projects efficiently and promptly, thereby making a significant contribution towards the success of the program work.

**Duties and area of responsibility**

Duties with own area of responsibility:

* ensuring that financial administrative processes in the Country Office are auditable and run efficiently as a result of appropriate organizational measures in the Country Office and with the projects/partner organizations and carrying out financial administrative controls;
* supporting the Country Director perform his/her supervisory duties within the framework of program administration;
* if necessary, instructing and supporting projects and project partner organizations (PPO) in matters relating to financial management so that they fulfil their contractual obligations towards Welthungerhilfe and co-financers in accordance with the partner contract and in an auditable manner;
* coordinating the training of national and expatriate staff and partner organizations in the field of project administration in coordination with the Financial Advisory Unit at Head Office;
* providing qualified advice for the projects in administrative matters;
* approving of processes/giving authorizations according to the signature policy.

**Job requirements:**

* Relevant master’s or bachelor’s degree in finance or similar
* Job-related professional experience with 3 to 5 years' professional experience in a similar role
* Strong attention to detail
* Strong social and team skills
* Good English language skills
* Fluency in Tajik

The position is only open to Tajik nationals.

**Qualified women and men are encouraged to apply!**

Interested persons should submit an application letter and an updated CV including educational qualifications, contact number and contact details of at least two professional references to: r[b.tjk.dushanbe@welthungerhilfe.de](mailto:Rb.tjk.dushanbe@welthungerhilfe.de)

Only shortlisted candidates will be contacted for the interview.