



ID-Ghana (Initiative Development Ghana)

is a microfinance NGO that provides financial & non-financial services to the productive poor in the deprived neighbourhoods of Accra Metropolitan Area.

For 11 years now, ID-Ghana is working in Accra with more than 5,000 micro entrepreneurs borrowing an average of GH¢ 240. Thanks to its holistic approach and a well-trained social team, IDGhana has a repayment ratio over 99.8% and knows how to make its actions meaningful and impactful in the long run.

ID-Ghana

seeks to employ a Ghanaian national for the following position:

Finance & Administration Manager

Main Duties

Reporting to the General Manager, the F&A Manager will be in charge of financial planning & analysis, preparation of management accounts and financial statements, cash flow management. S/he will focus on audit and internal control procedures and coordinate the teams working on these issues. S/he will also be in charge of procurement. The incumbent must be conversant with the use of Accounting MIS, and must be able to design new tools for financial management where necessary.

Regular field visits to the branches are expected in the fulfilment of these duties.

Qualifications & Person Specification

- MBA in Accounting or Finance, and/or
- Membership of any of the following: ACCA, ICA or CIMA.
- A minimum of 5 years working experience, at least 3 of those years at a similar level.
- Demonstrate a very strong concern for social development of the country.
- Preference will be given to candidates with experience in the banking/microfinance sector.
- Knowledge of loans, savings & micro banking software & systems is a plus.
- Ability to work independently and to lead a team.
- Must be very dynamic and have excellent communication and organization skills.

Women are encouraged to apply

To apply, send cover letter and CV (including telephone number and e-mail address) to:

ID-Ghana PO Box GP-19382, Accra

Or to the following e-mail address:

info@id-ghana.org with "FAM" as reference in the subject

Deadline for receipt of applications is 5th, february 2009.

