



<https://jobs.eagmark.net/job/finance-officer/>

### Description

Established in 2006, AGRA is an African-led and Africa-based institution that puts smallholder farmers at the center of the continent's growing economy by transforming agriculture from a solitary struggle to survive into farming as a business that thrives. Together with our partners, we are working to sustainably grow Africa's food systems.

AGRA strengthens seed systems, develops, and promotes sustainable farming practices, helps unlock trade and markets, and supports governments who lead their countries' development. We work with farmers to adapt to climate change, increase soil health, and protect the environment. AGRA believes deeply in the urgency of reducing the inequality that women face in agriculture, and to unlocking the power and innovation of youth.

To support the transformation from a country perspective, AGRA is seeking to recruit an experienced and exceptional individual to the role of **Finance Officer**, to be based in Bamako, Mali

### Why AGRA?

At AGRA we believe Agriculture is the single greatest opportunity to deliver inclusive economic growth, jobs, and health to the African continent. An alliance led by Africans with roots in farming communities across the continent combined with an inclusive and diverse workforce from 24 nationalities. Our values of (**I-RISE**; Integrity, **R**espect, Innovation, **S**tewardship and **E**quity.) espouse our commitment to a call to action to go beyond ourselves as we arise and transform Africa's Agriculture.

When you join us, we present you with intellectually stimulating assignments and structured career advancement with 30% of open roles being filled internally through promotions and transfers, and a Leadership commitment for this ratio to increase. This is after setting you up for success with a World Class Onboarding for new hires where a bespoke induction trains on all aspects of the role that you will need to succeed. You will gain a full understanding of our lofty ambitions to transform African agriculture, and how you can contribute to an amazing employee experience.

We are looking for people who are passionate about Africa, curious and collaborative to join our innovative, growing, and multidisciplinary team.

For more information on AGRA, applicants can visit [www.agra.org](http://www.agra.org)

### Position Summary:

S/he will be responsible for the day-to-day management of the finance administration functions for the assigned countries. On financial functions, she/he will be responsible for coordinating and supporting the development and monitoring of budgets and forecasts, liaising with the finance unit in Nairobi to support timely processing of financial transactions, maintaining of a healthy balance sheet, providing audit support and aligning of processes and procedures.

## Finance Officer

### Hiring organization

Alliance for a Green Revolution in Africa (AGRA)

### Employment Type

Full-time

### Industry

Agriculture

### Job Location

Bamako, Mali

### Valid through

29.03.2023

## Responsibilities

- Develop and maintains financial analysis and reporting activities for assigned countries and regions.
- Prepare finance reports and account reconciliation reports according to company policies on periodic basis.
- Identifies and resolves invoicing issues, accounting discrepancies and other financial related issues for the countries and regions.
- Supports the annual financial audit processes through the preparation of standard reports as well as other custom reports as requested within the legal and regulatory requirements.
- Initiates and manages countries and regions budgets and forecasts.
- Creates finance journal entries as required for assigned countries and regions.
- Leads in the management of account payables and receivables activities for the countries and regions.
- Collaborates with the finance and HR teams in preparation of financial reports and statements for assigned countries and regions.
- Aligns and reconciles countries and regions monthly general ledger balance, invoices and credit card statements.
- Sets guidelines to ensure maintenance of the general and subsidiary ledgers.
- Plans and prepares tax documents for timely filing of company tax.
- Organizes and maintains all countries and regions financial records and files as per the company policies.
- Organizes the administration processes for all payroll activities as well as oversees vendor payments etc.
- Plans for all bill payments and customer invoicing as per the deadlines with the countries and regions.
- Sets ways to streamline/improve the processes and procedures for operational efficiency of finance reporting and budgeting systems within the assigned countries and regions.

## Qualifications

- A bachelor's degree in accounting or finance, or equivalent work experience
- An MBA in any relevant field a strong added advantage
- Accounting certification
- Strong analytical, data mining ability
- Understanding of auditing techniques to help ensure countries and regions financial operations remain in compliance.
- Computer proficiency in spreadsheets, presentations and reporting software
- Ability to work independently in a diverse environment.
- Experience in working with similar organizations or institutions will be an added advantage.
- Thoroughly familiar with and experience in working with finance regulations and reporting standards and requirements.
- Must have working knowledge of English
- Evidence of the practice of a high level of confidentiality
- Strong ability to influence positively both upwards and downwards.

## Job Benefits

An attractive remuneration package commensurate with this position's responsibility will be negotiated with the successful candidate.

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