

SWISS  
FOUNDATION  
FOR TECHNICAL  
COOPERATION

*We create opportunities*

Swisscontact is a 1959 established independent non-profit development organisation which focuses on unleashing the potential of private initiatives in developing and emerging countries. We foster sustainable and inclusive economic development with the objective of creating jobs, improving the quality of life and standard of living for all.

The organisation is currently active in over 130 projects in 41 countries with around 1400 employees. It is headquartered in Zurich, Switzerland.

Our goal is to become a leading finance business partner to our project implementation teams, donors, partners and beneficiaries in various French speaking African countries. We are eager to enhance our diverse finance team in one of our offices in Kigali (Rwanda), Dakar (Senegal) and Cotonou (Benin) looking for a

## Corporate Project Accountant WAF (100%)

**Job entry:** Immediately or by arrangement

**Contract type:** Local contract conditions apply.

### Tasks

- Responsible for the international project accounting in several French Speaking African countries
- Acting as a finance partner for local accounting teams
- Guide and monitor all accounting aspects during the project life cycle (from opening of the project budget to the preparation of the donor statement according to specific contractual requirements)
- Independent monitoring of project accounts kept abroad (customer projects, country and regional offices) in different currencies and their integration into Head Office accounting system
- Support in budget monitoring
- Training and supporting local staff in accounting matters
- Field visits if required
- Support in the sustainable development of the ERP system
- Ensure proper closing (currently by semester)
- Support in preparation of the annual financial statements in accordance with Swiss GAAP FER

### Requirements

- Professional degree in finance and accounting (ACCA or CPA)
- At least 8 years of professional experience in financial and operational accounting (preferably in globally operating industrial/manufacturing business unit)
- Process-oriented way of thinking with the ability to visualize complex relationships
- Proactive, independent and solution-oriented approach and ability to work under pressure
- Excellent communication skills
- Working experience with NGOs preferred
- Good knowledge of MS-Office 365, Excel; knowledge in Power BI and MS Dynamics as an advantage
- Good knowledge of ERP-systems; Abacus as an advantage
- Fluent French and English spoken and written
- Willingness to travel periodically

Swisscontact offers attractive working conditions in an international and multicultural context. We see our work as a joint effort in an agile organizational culture: mutual respect, trust and teamwork.

We look forward to receiving your online application with the following documents: letter of motivation, curriculum vitae, diplomas and references. Please apply exclusively via the [online application portal](#). For further information please visit [www.swisscontact.org](http://www.swisscontact.org).