Job opportunity in the European Union Delegation to Afghanistan as Finance Officer in Co-operation – Finance / Contract / Audit

If you are the successful candidate you will work under the supervision of the Head of Section I (Finance) and will have a chance to travel to Afghanistan.

As a member of the Finance team, the Finance Officer will support the teams in the Finance Section as follows:

- Advising local contractors and beneficiaries on issues related to payments and other financial issues.
- Liaison with the Operational Sections of the Delegation.
- Contribution to preparation and execution of audits.
- Participate and take minutes of meeting with implementing partners and support members of the Operations Sections in drawing up plans and ensuring their timely execution.
- Provide any other administrative support to the Cooperation Section as required.

Job Requirements

Education and Training
- Degree in Economics, Commerce or equivalent.
- At least two years' experience in accounting, financial management of contracts or auditing.

Knowledge and Experience
- Good knowledge of international public procurement procedures.
- Knowledge of EU cooperation programmes with Asia.
- Good understanding of project cycle management, logical framework analysis, economic and financial analysis.

SKILLS

- Language skills:
  - Proficiency in English, Dari and Pashto.
- Knowledge of other languages an asset.

Communication skills:
- Ability to communicate clearly and speak in public; present complex matters in a simple way and draft clearly and precisely.

Interpersonal skills:
- Ability to listen, to consult and to share information and ideas;
- Team work skills.

Intellectual skills:
- Ability to identify and analyze key points in oral and written communications; evaluate alternatives objectively and critically and make sound, logical and well-argued judgments taking on board the impact of decisions.

Computer skills:
- Proficiency in use of Microsoft Word and Excel. Access, Outlook or equivalent.

Management and Organizational Skills
- Commitment to make full use of the available time.
- Capacity to plan and organize one's work.
- Ability to work under pressure and to respond quickly to new demands.
- Ability to manage one's time effectively.
- High degree of responsibility in handling EU funding.

Interested in joining the EU team in Kabul?
If you are interested and qualified for this position, we welcome you to apply by submitting your CV and a letter expressing your interest to the address:

diplomatie-afghane@eeas.europa.eu

For more information please visit:
http://eeas.europa.eu/delegations/afgh

Welcome to the European Union in Afghanistan. The European Union Delegation to Afghanistan functions the same way as an embassy does; it is a diplomatic mission representing the EU in Afghanistan together with its 28 Member States. It performs a variety of tasks aimed at enhancing relations between the EU and Afghanistan. The Head of Delegation is also the European Union Special Representative. The EUSR monitors and reports on political, constitutional and security developments in Afghanistan. He also ensures synergies between foreign policy, development and security components of EU engagement. Together the European nations invest more than €1 billion a year in Afghanistan. The EU development activities in Afghanistan focus on four areas: "Agriculture and Rural Development", "Health", "Policing and Rule of Law" and "Democratization and Accountability". The most important beneficiaries of our development aid are the Afghan people, to whom we are committed through a long-term partnership.

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