

RE ADVERTISEMENT - Admin/Finance Associate, West and Central African Regional Office, Dakar, Senegal, G7, Dakar

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Company: United Nations Population Fund

Location: Dakar

Category: other-general

The Position:

Under overall guidance and direct supervision of the SWEDD Project Director and the direct supervision of the WCARO International Operations Manager, the Finance Associate ensures the effective functioning of financial operations and systems in support of the SWEDD Project and the unit management.

How you can make a difference:

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA's strategic plan (-), reaffirms the relevance of the current strategic direction of UNFPA and focuses on three transformative results: to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices. These results capture our strategic commitments on accelerating progress towards realizing the ICPD and SDGs in the Decade of Action leading up to . Our strategic plan calls upon UN Member States, organizations and individuals to build forward better, while addressing the negative impacts of the Covid-19 pandemic on women and girls access to sexual and reproductive health and reproductive rights, recover lost gains and realize our goals.

In a world where fundamental human rights are at risk, we need principled and ethical staff, who embody these international norms and standards, and who will defend them courageously and with full conviction.

UNFPA is seeking candidates that transform, inspire and deliver high impact and sustained results; we need staff who are transparent, exceptional in how they manage the resources entrusted to them and who commit to deliver excellence in programme results.

Job Purpose:

The Sahel Womens Empowerment and Demographic Dividend Project (SWEDD) is a regional project encompassing Chad, Côte d'Ivoire, Niger, Mali, Burkina Faso, Mauritania, Benin, Cameroon and Guinea, including new countries to be covered. The project is funded by the World Bank's regional IDA (International Development Association) resources. The project acts on the UN-World Bank commitment and partnership to address the Demographic Dividend in the Sahel. The overall goal of the project is to accelerate the demographic transition, to spur the demographic dividend, and to reduce gender inequality in the participating countries.

The project contributes to achieving the governments of the country members objective to increase women and adolescent girls empowerment and their access to quality reproductive, maternal, neonatal and child health, and nutrition (RMNCHN) services in selected areas of the participating countries and to improve regional knowledge generation and sharing, as well as regional capacity and coordination. The project is focused on mainstreaming the demographic dividend in the development agenda of the countries and the region.

The SWEDD Project interventions are structured around 3 primary components:

Component 1: Generate demand for RMNCHN services by promoting social and behavioral change and the empowerment of women and adolescent girls;

Component 2: Reinforce the regional availability of RMNCHN commodities and qualified health workers; Component 3: Reinforce advocacy and dialogue at high levels and promote policy development and the project's implementation.

The governance of the project is entrusted to a regional steering committee, supported by the Regional Technical Secretariat (RTS) located at the UNFPA Regional Office for West and Central Africa (WCARO). The RTS is responsible for building the project management capacity of implementing agencies at the country and regional levels.

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programming and implementation of all funding channeled through UNFPA for project activities directly executed by UNFPA or UNFPA or subcontracted to other agencies and partners.

As part of the Regional Technical Secretariat (RTS) staff member, the Finance Associate is responsible for effective delivery of financial services, transparent utilization of financial resources and supports the management of the SWEED/RTS. He/she analyzes and interprets the financial rules and regulations and provides solutions to a wide spectrum of complex financial issues. The Finance Associate promotes a collaborative, client-oriented approach consistent with UNFPA rules and regulations. The Finance Associate supervises works in close collaboration with the operations, programme and project teams in the Regional Office (RO) and with UNFPA HQs staff and Government officials ensuring successful Regional Office (RO) performance in Finance.

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The Finance Associate actively participates in local inter-agency coordination to ensure UNFPAs needs in common systems and service issues are met. External partners include other UN agencies, vendors, and other non-UN partners that are essential to the work of the Finance section.

Qualifications and Experience:

Education:

Completed Secondary Level Education required. First level university degree is desirable in accounting, business administration, finance, public administration, information technology, economics or related fields. Professional certification or membership of a professional association in accounting

Knowledge and Experience:

Seven years of relevant experience in administration, finance or office management.

Relevant experience in providing financial management services and operational system. Experience in the usage of computers and office software packages (MS Word, Excel, etc.) and advance knowledge of spreadsheet and database packages, experience in handling of web-based management systems and ERP financials;

Experience of IPSAS or IFRS is an added advantage A thorough understanding of the UN system in general, and especially UNFPA mandate, its policies and operations and current development topics and political issues in SWEDD Countries will be an added advantage Demonstrated ability to work in a team

Languages:

Fluency in English and French

Compensation and Benefits:

This position offers an attractive remuneration package including a competitive net salary plus health insurance and other benefits as applicable.

Disclaimer:

UNFPA does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. Fraudulent notices, letters or offers may be submitted to the UNFPA fraud hotline

In accordance with the Staff Regulations and Rules of the United Nations, persons applying to posts in the international Professional category, who hold permanent resident status in a country other than their country of nationality, may be required to renounce such status upon their appointment.

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