Jobs.ua Ваш надійний помічник

Finance Officer

📍 Київ,

Компанія: Plan International

Рубрики: **Бухгалтерія, фінанси, облік/аудит**

Побажання до співробітника

Освіта:	не має значення
Досвід роботи:	не вимагається
Графік роботи:	повний робочий день

Опис вакансії

Plan International is an independent child rights and humanitarian organization committed to children living a life free of poverty, violence and injustice.

We actively unite children, communities and other people who share our mission to make positive lasting changes in children's and young people's lives. We support children to gain the skills, knowledge and confidence they need to claim their rights to a fulfilling life, today and in the future. We place a specific focus on girls and women, who are most often left behind.

We have been building powerful partnerships for children for more than 75 years and are now active in more than 70 countries.

What can you bring?

As Finance Officer, you'll be supporting the finance and accounts function in the Ukraine Crisis Response by ensuring efficiency, effectiveness and value for money transactions.

You'll be

- Supporting petty cash replenishment vouchers and validating petty cash count on a regular basis as per Plan financial guidelines
- Supporting the posting of the country office finance returns by working closely with program team, accountant and country finance manager for allocation methodology
- Supporting monthly cash forecasts for the country office
- Drafting financial reports for internal and external stakeholders as requested
- Support auditing process by compiling necessary documentation
- Prepare third party payment documents and ensure that they are complete and accurate

Please visit our website to apply: jobs.plan-international.org/job/Bucharest%2C-Chisinau%2C-Kyiv-or-W-Finance-Officer-Ukraine-Crisis-Response/870102201/

Контактна інформація

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Сайт:	https://jobs.plan-international.org/job/Bucharest%2C-Chisinau%2C-Kyiv-or-W-Finance-Officer-Ukraine-Crisis-Response/870102201/