Grant & Partners Finance Officer

- ዝወፀሉ መዓልቲ: ሰሉስ ጳጉሜን 5, 2005 (ልዕሊ 13 ዓመታት)
- ዝዕፀወሉ መዓልቲ: ጥቅምቲ 21, 2006 6:00 ደ/ሰዓት (ተዓፅዩ)
- ናይ ጨረታ መድሓዚ ዋጋ:0
- ቦታ:መቐለ
- ናይ ደኩመንት ዋጋ:0
- ጨረታ ዝክፈተሉ መዓልቲን ሰዓትን: ጳጉሜን 5, 2005 6:00 ደ/ሰዓት
- መደብ:

Typical Responsibilities

- Identify proactively the policies, procedures, and compliance issues related to each grants and communicate to partners and other relevant staffs.
- Provide the necessary prior training to partner finance staff on all acquired grants they are implementing on regular basis to assure full compliance.
- Review all grant partnership agreements are inclusive in all compliance terms including their reporting templates.
- Review Partnership advance as per previously agreed terms and conditions/Partnership agreements.
- Follow all partnership advances on age basis and alarm partners and responsible coordinators for timely liquidation.
- Prepare all grant reports as per the donor agreements and submit the same to Program Area Finance coordinator for further review.
- Keep all grant documents, budgets, expenditures, reports, Fixed asset registers, advance histories separately for future utilization both in hard copy and soft copy.
- Identify grants that have allowable administration cost and update the program area finance officer to recover the same.
- Attend Grant management meetings and update the Program Area finance coordinator for all challenges needs to be addressed/supported.

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