

Finance Officer- UN World Food Programme – Lebanon

Assisting more than 115.5 million people in 120 + countries each year, the World Food Program (WFP) is the leading humanitarian organization saving lives and changing lives, delivering food assistance in emergencies, and working with communities to improve nutrition and build resilience

Location: Beirut

Deadline for application: January 24, 2023

Contract Duration: 12 months (extendable)

Major: degree in Finance, Economics, Business Administration, Accounting and Auditing, or any related field

Experience: 1-5 years of experience in decision making authority, supervision of staff and managing complex funding situation

Major Responsibilities:

- Contribute towards the development of country specific plans and processes, aligned with Regional and wider WFP strategy, policies and processes to meet the food assistance needs of beneficiaries within the Country
- Participate in preparation of the budget proposals for contributions providing statistical data on WFP related costs with the detailed breakdown (Country office (CO), Field offices (FO) and staff related costs) and implementation other costs
- Monitor and analyze budgets for new and ongoing projects according to established corporate procedures and requirements
- Participate in the downstream financial management through developing monthly internal reporting framework providing timely accurate information
- Conduct cost structure analysis of financial data of CO different fund allotments examining the trends of expenditures, the financial status, and present in monthly reports to support management informed decisions

Additional Requirements:

- Fluency in both oral and written communication in English and Arabic. Knowledge of French is an advantage
- Working Experience in humanitarian organizations implementing Cash Based Transfer operations
- Experience in conducting economic research and analysis, carry out financial market assessments and of financial capacity evaluation of major players in the given field.
- Good knowledge of tax laws in Lebanon
- Working experience in SAP-WINGS 2 software

How to apply:

Kindly send your CV or contact the Career Services Center, Email: career.services@balamand.edu.lb, Ext. 7801; 7802