



In-Country Finance Officer – Mozambique

Location: Maputo, Mozambique

Job Reference: FO/PD/MZ/07/2024

## **AGRA and its Work to Transform Agriculture**

AGRA is an African-led institution that actively supports the drive towards inclusive agricultural transformation and sustainable food systems. We do this by empowering the continent's 33 million smallholder farming households to transform their agriculture from a struggle to survive to profitable businesses. The continent's farmers regularly face challenges, and we aspire to provide uniquely African solutions that respond to their agricultural and environmental challenges, leading to increased harvests for reduced hunger and more income.

Working in alignment with the development priorities of our focus countries, we enable farmers to access improved and high-yielding seeds, gain knowledge on sustainable farming, and linkages to profitable markets. In our work, we aspire to build the alliances, partnerships, and networks required to drive an inclusive agricultural transformation. We work with our partners to create an equitable youth-friendly environment that harnesses the youth dividend on the continent to drive growth and facilitate open employment opportunities for young women and men. We achieve our key objectives through a focus on the following four areas of intervention:

1. Policy and state capability - We support governments in creating an enabling environment for private sector involvement in agricultural transformation.
2. Seed systems – We trigger higher productivity by increasing the availability and access to improved seeds by farmers allowing them to increase their harvests for food security and better incomes.
3. Sustainable farming – We support farmers in building resilient farming systems for sustained high yields through interventions such as mechanization and irrigation.
4. Inclusive markets and trade – We work to increase the linkages between farmers, and other market actors for a positive, sustained cycle of commercialization and reinvestment.

## **Why Join Us?**

People are the heartbeat of our organization and remain the true drivers of our delivery, impact, and success. We have cultivated a workplace that fuels Depth in Collaboration, Excellence in Execution, Constructive Engagements, and a spirit of being Increasingly Entrepreneurial; all underpinned by our cherished I-RISE Values (Integrity, Respect, Innovation, Stewardship and Equity)

We work with incredible people and partners who have roots in farming communities across the African continent combined with an inclusive, diverse, and talented workforce from over 25 nationalities. Our commitment to a call to action goes beyond ourselves as we arise to catalyze African Food Systems transformation and improve the livelihoods of smallholder farmers.

We are looking for people who are passionate about being part of a mission-driven team that is making a real difference on the continent; love to work on cutting edge Ag technologies; and able to grow their skills, expertise, and experience career growth, while enjoying very competitive compensation and benefits.

***Are you ready to embark on this exciting transformative journey with us?***



## The Position

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The In-Country Finance officer is responsible for providing finance support to the Mozambique Country Director and staff.

S/he will be responsible for providing leadership and direction, as well as day-to-day management of the finance function of the assigned country. On financial functions, she/he will be responsible for coordinating and supporting the development and monitoring of budgets and forecasts, liaising with the finance unit in NRB to support timely processing of financial transactions, maintaining of a healthy balance sheet, providing audit support and aligning of processes and procedures.

### **Key Duties and Responsibilities:**

- Develop and maintain financial analysis and reporting activities for assigned country.
- Supports the annual financial audit processes through the preparation of standard reports as well as other custom reports as requested within the legal and regulatory requirements.
- Prepare finance reports and account reconciliation reports according to company policies on periodic basis.
- Identifies and resolves invoicing issues, accounting discrepancies and other financial related issues for the assigned country.
- Initiates and manages the assigned country budgets and forecasts in line with AGRA policies and respective donor restrictions.
- Maintains an updated fixed asset register and coordinates the annual verification as per the set policies and procedures.
- Aligns and reconciles countries and regions monthly general ledger balance, invoices and credit card statements
- Creates finance journal entries as required for the assigned country.
- Leads in the management of account payables and receivables activities for the assigned country.
- Plans for all bill payments and customer invoicing as per the deadlines with the countries and regions
- Organizes the administration processes for all payroll activities as well as oversees vendor payments etc.
- Plans and prepares tax documents for timely filing of company tax.
- Collaborates with the finance and HR teams in preparation of financial reports and statements for the assigned country. Sets guidelines to ensure maintenance of the general and subsidiary ledgers.
- Plans and prepares tax documents for timely filing of company tax.
- Organizes and maintains all countries and regions financial records and files as per the company policies.
- Organizes the administration processes for all payroll activities as well as oversees vendor payments etc.
- Sets ways to streamline/improve the processes and procedures for operational efficiency of finance reporting and budgeting systems within the assigned country.



**Key Qualifications and Experience required:**

- **Essential**
  - Bachelor's degree in accounting or finance, or equivalent work experience
  
- **Desirable**
  - Working An MBA in any relevant field a strong added advantage
  - Member of Accounting professional body
  
- **Technical Competencies**
  - Strong analytical, data mining ability
  - Understanding of auditing techniques to help ensure countries and regions financial operations remain in compliance
  - Knowledge of global, country/government accounting standards
  
- **Behavioral Competencies**
  - Ability to drive collaboration through inclusive and agile teaming, breaking siloes, sharing information celebrating joint successes.
  - Ability to execute excellently by delivering high-quality work at speed, committing to decisions and plans, and increasing accountability to deliver impact at scale.
  - Ability to be sincerely constructive in interactions with others by demonstrating trust, sincerity, and care, in recognition of our joint purpose.
  - Ability be increasingly entrepreneurial by breaking hierarchies, embracing learning and innovation to unlock the potential of diversity and ideas.

If you believe you are the right candidate for this position, kindly submit your application with a detailed CV (including your e-mail and telephone contacts) to [recruit@agra.org](mailto:recruit@agra.org). Please quote the job reference number in the subject line of the application e-mail.

**Applications must be received on or before 2<sup>nd</sup> August 2024. Due to the large volumes of applications, we usually receive, we will only be able to contact those candidates who are shortlisted.**

For more information on the AGRA, visit [www.agra.org](http://www.agra.org).

**AGRA is an Equal Opportunity Employer**