

JOB OPPORTUNITY – GRANT ACCOUNTANT

Background:

Vétérinaires Sans Frontières - Germany (VSF Germany) is a non-governmental, non-profit making international Organization, engaged in the field of veterinary relief and development work providing humanitarian aid and development assistance to pastoralists and vulnerable communities in areas where livestock is of importance. With support in animal health, agriculture, marketing, and food safety, VSF Germany works towards food security and strengthened livelihoods of pastoralist communities. VSF Germany implements activities in Ethiopia, Sudan, South Sudan, Kenya, Uganda and Somalia.

VSF Germany seeks to recruit qualified and well experienced staff for the position of Grants Accountant to be based at VSF Germany Regional Office, Nairobi. The holder of this position will have an overall financial oversight for all grant partner finances in VSF Germany's operations in the Horn of Africa. Female candidates are highly encouraged to apply. The post holder will undertake the following duties/responsibilities.

Key responsibility areas include, but are not limited to:

- Maintain updated partner records, funds movement and expenditure liquidation.
- Manage implementing partner returns and entering them into MSD
- Coordinating partner reporting in conjunction with the country teams
- Receiving and filing the partner support documents in the prescribed manner
- Prepare backups of financial documents both hard and soft copies
- Assist in monitoring of expense levels to avoid over expenditure and mis-postings of expenses.
- Reviewing the partner financial support documents for completeness
- Review project burn rates and provide feedback to project holders
- Implement donor financial regulation in funds management
- Ensure adherence to VSF Germany and donor procurement guidelines
- Development, update and cascading of governing donor and statutory regulation on financial reporting and performance to project implementation teams
- Consolidate and submit reviewed monthly/quarterly partner financial reports to line supervisors and designate Finance Consultant Programs person in HQ.

Person Requirements/qualifications

- Degree in accounting or related discipline from a recognized institution.
- Qualifications as a Certified Public Accountant is mandatory
- At least 3 years' hand-on experience in similar position.
- Experience working with Non-Governmental Organization(s) will be an added advantage,
- Computer literacy with good command in Microsoft office a must
- Excellent negotiation and communication skills.
- Knowledge of an ERP and large-scale accounting software system (SAP, MSD) is essential. Knowledge of hands on use of MSD 365 accounting package would be a decisive advantage.
- Ability to work in a diverse team, work with impartiality and able to work under strict deadlines.

How to apply:

Interested and qualified candidates should submit an application letter and CV plus 3 names of referees (one of them being their immediate supervisor) with their full contacts through this Google Form:

<https://forms.gle/hLQ3pDR6W2F4TrL36>

Only short-listed candidates will be contacted for interviews. Closing date for receiving applications is **Friday, 25th August 2025**, before 16:00 pm.

Disclaimer:

VSF Germany does not charge any kind of fee at whichever stage of the recruitment process and does not act through recruitment agents