

ICMPD Job Profile

Senior Financial Manager¹ - IP4

Functional Overview

Within the Finance and Budget Unit (FBU), the Senior Financial Manager provides senior technical expertise in accounting, financial reporting, and audit coordination, ensuring compliance with International Public Sector Accounting Standards (IPSAS). The role reports to the Head of Unit and supports them in maintaining the integrity of financial accounts, overseeing financial reporting processes, and coordinating audit activities across the organisation. It contributes to the development and application of cost and managerial accounting practices, ensuring accurate financial data and analysis to support organisational decision-making.

Key Results

Accounting Management and Financial Control: Accounting processes and financial transactions are reviewed and overseen to ensure accuracy, completeness, and compliance with IPSAS and internal financial policies. Financial accounts are regularly analysed and reconciled, ensuring data integrity and consistency across systems. Complex accounting issues, including VAT, local tax matters, and payroll-related financial treatments, are addressed and monitored to ensure compliant and harmonised application across the organisation.

IPSAS Compliance and Financial Reporting: The preparation and review of financial statements, including the year-end closure process, are coordinated to ensure compliance with IPSAS and organisational policies. Accounting standards are interpreted and applied consistently, and updates to accounting policies are supported. The role contributes to ensuring the quality, accuracy, and timeliness of financial reporting.

Institutional Audits Coordination and Compliance Oversight: Institutional audits and compliance-related processes are coordinated and supported to ensure the accuracy, consistency, and reliability of financial information across the organisation. This includes preparation and review of financial documentation, coordination of audit and verification requests, follow-up on findings and recommendations, and support to compliance-driven financial reviews and assessments. The role contributes to strengthening financial accountability frameworks, ensuring consistent financial treatment, proper documentation, and alignment with IPSAS, donor requirements, and internal financial policies.

Cost and Managerial Accounting: Cost allocation and managerial accounting processes are supported and monitored, including the application and review of cost recovery methodologies. Financial data is analysed to support budgeting, reporting, and operational decision-making, ensuring transparency, consistency, and effective use of resources.

Treasury and Investment Oversight: Treasury activities are monitored and supported to ensure sound liquidity management and efficient use of financial resources. Investment activities and financial instruments are reviewed, including assessment of performance, fees, and conditions. The IPSAS treatment of treasury-related transactions is ensured, and cost analyses of banking services are conducted to support efficiency and informed decision-making.

¹ This job is classified at IP4.

Team Support and Technical Leadership: Technical guidance and day-to-day coordination are provided across accounting, reporting, audit, and compliance-related processes, ensuring consistency and quality in financial practices. The role supports the development of finance staff through coaching, knowledge sharing, and guidance on complex financial and IPSAS-related matters. The Senior Financial Manager contributes to the continuous improvement of financial processes and promotes harmonised application of financial policies and procedures across the organisation.

Required Expertise

- Strong knowledge of International Public Sector Accounting Standards (IPSAS).
- Proven experience in financial reporting, accounting operations, and audit coordination.
- Solid understanding of cost accounting, managerial accounting, and cost recovery methodologies.
- Experience with ERP systems (SAP or similar) and financial reporting tools.
- Strong analytical skills and ability to interpret financial data.
- Good coordination, drafting, and communication skills.

Qualifications, Experience and Language Skills

- Master's degree (or equivalent) in a relevant field. A first-level university degree (Bachelor's degree or equivalent) with two additional years of relevant work experience may be accepted in lieu of the Master's degree.
- Minimum of 8 years of progressively responsible experience in financial management, including accounting, reporting, and audit in an international context.
- Proven experience with IPSAS-compliant financial statements and audit processes.
- Experience in providing technical guidance and working within finance teams.
- Proficiency in SAP and advanced Excel.
- Fluency in English; knowledge of another EU language, Russian, or Arabic is an asset.