

ADVERTISEMENT

FINANCE MANAGER, GIDEL MOTHER OF MERCY HOSPITAL NUBA MOUNTAINS, SUDAN

African Mission Healthcare (AMH), a US and Kenya-based charity, strengthens mission hospitals to help patients in greatest need. AMH, on behalf of its partner Mother of Mercy Hospital, Gidel, Nuba Mountains, Sudan, seeks a qualified and experienced accountant to serve as Finance Manager of the hospital according to the attached JD.

The qualified candidate will be a qualified accountant with a bachelor's degree and will have completed at least one part of an East Africa accountancy exam equivalent to CPA-K. He/she will have a minimum five years' experience preparing general ledgers and financial statements for a medium- to large-sized organization. Healthcare experience is a plus.

The chosen candidate will help establish and improve hospital financial systems, including setting up Quickbooks and preparing regular financial statements. He/she will work with and train local staff. The candidate should be able and willing to work in a cross-cultural context with sensitivity and respect.

This position is focused on capacity-building. The contract will be a one-year renewable consultancy with African Mission Healthcare depending on performance and hospital need. A target consultancy of 2-3 years is planned. Competitive compensation and benefits are offered.

Interested candidates should reply to info@AfricanMissionHealthcare.org by August 15th 2021 with a CV and cover letter explaining their interest in the position. Interviews will be scheduled remotely. Candidates should be ready to move to Sudan by October 2021.

Mother of Mercy Hospital - Gidel, Nuba Mountains

Mother of Mercy Hospital is the only major referral hospital in the Nuba Mountains of Sudan. Because of prolonged conflict, setting up hospital financial systems has been difficult. With a ceasefire in place and an improvement in the political situation, the hospital board and partners wish to establish a comprehensive financial system.

JOB DESCRIPTION: Finance Manager, Gidel Hospital, Nuba Mountains, Sudan

Reports to: Hospital Administrator

Coordinates with: Hospital Management Team, cashier and finance staff, hospital donors

Duties

- A. The finance manager is responsible for overall management of the financial systems of the hospital. The primary task of the hospital finance manager is to establish a comprehensive hospital-wide financial reporting system capable of informing decision-making by leadership and ensuring accountability of resources.
- B. Set up QuickBooks financial system.
- C. Establish the hospital chart of accounts and cost centers mapping.
- D. Prepare general ledger and financial statements monthly, that include income and expenditure, balance sheet and cash-flow statements.
- E. Establish payroll and project accounting.
- F. Track petty cash and ensure security of resources.
- G. Track local and donor revenue and utilization, including local equivalent of in-kind donations.
- H. Establish an asset register.
- I. Write a comprehensive financial policy governing the above systems.
- J. Serve as a member of the hospital management team. Provide monthly financial statements to the Hospital Management Team(HMT) and quarterly statements to the Board of Trustees and major donors.
- K. Mentor and train local staff in the above procedures and systems.

Requirements:

- 1. Bachelor's degree or higher in accounting (Bcom Accounting or Finance)
- 2. Minimum 5 years' experience (preferably 7 or greater) experience working as an accountant in a medium- to large-size organization preparing a general ledger and financial statements.
- 3. Minimum Part 1 qualification toward CPA-K or national equivalent.
- 4. Good knowledge of QuickBooks.
- 5. Solid quantitative and communication skills.
- 6. Willingness to work in a cross-cultural environment and train local staff.