



Department  
for International  
Development



## VACANCY ANNOUNCEMENT: EXTERNAL

### DEPARTMENT FOR INTERNATIONAL DEVELOPMENT

### DFID UGANDA

**POSITION: A2 FINANCE MANAGER (FM)**  
**SALARY: UGX 180,946,984 – UGX 243,515,443 pa**  
**DURATION: PERMANENT**  
**REFERENCE NO: UGA/0117**

#### Summary of the role

To lead on effective financial management across Department and as part of a network of Finance Managers within the Directorate  
To provide regular, robust financial information, detailed analysis and business insight to the Head of Office/Department and the Finance Business Partner to support effective planning and decision making.

#### Key accountabilities and responsibilities

- Accountable for the operation and continuous improvement of key finance processes to generate quality timely and accurate performance reports, analysis and recommendations to facilitate effective decision making.
- Conduct challenge meetings with senior local budget holders/ spenders and promote accountability and VFM to contribute to the production of better forecasting and variance analysis.
- Lead on corporate finance returns such as local Resource Allocation Round submissions, interim and year end accounting packs, refresh of the Operational plan and local implementation of 'Finance For All' and other corporate initiatives/policies.
- Prepare and support local scenario based forecasts, taking into account risk, probability and contingency planning and support management of pipeline and pre-pipeline budgets in year and across future years.
- Lead on the maintenance and strengthening of the internal control environment to mitigate risks, by ensuring compliance with key finance processes, highlighting control weaknesses identified and making associated recommendations for improvement. Support internal and external audits the delivery of associated recommendations relating to finance and control.
- Support Programme Managers and advisors on financial aspects of programme design (including risk mitigation, particularly around counter fraud, corruption and leakage), implementation, planning & forecasting, monitoring, reporting and delivery of results and maintain regular engagement with third parties, contractors, NGOs and UN Agencies. Work with programme teams and results advisors in aligning results and resources.
- Provide financial support to Results Advisors and Commercial Advisors, e.g. on contract negotiations and delivery chain analysis.
- Provide financial input and contribution to enhance business case quality and value for money through advice and challenge, both locally at the design stage and through quality assurance work undertaken as an active member of the finance cadre.
- Improve the standards of financial awareness and financial management locally, for example by providing support in undertaking due diligence and fiduciary risk assessments and in understanding and interpreting management information, partner evidence and accounting standards and explain rationale to non-finance staff.

- Lead, manage and develop the Finance Analyst to deliver operational finance duties and support strengthened financial management locally.
- As fraud liaison officer for the department, Develop an understanding of external partners to raise awareness on counter fraud, corruption and leakage risks, including assistance in interpreting the due diligence framework.

#### Core UK civil service competences

Candidates should be able to clearly demonstrate in their application examples of the following competencies:

- ① COLLABORATING AND PARTNERING
- ① LEADING AND COMMUNICATING
- ① MANAGING A QUALITY SERVICE
- ① DELIVERING VALUE FOR MONEY
- ① DELIVERING AT PACE
- ① CHANGING AND IMPROVING

Details of the above UK Civil service competencies are available at <http://www.civilservice.gov.uk/wp-content/uploads/2012/07/Civil-Service-Competency-Framework-July-2012.pdf>

#### Qualifications and Experience

- ① The candidate must be a member of one of the five Consultative Committees of Accounting Bodies [CCAB] i.e. ACCA; CIPFA; ICAEW; ICAI or ICAS; or CIMA; or a European or international equivalent qualification; or someone who has undergone a period of equivalent structured training and accreditation in a specialist area of finance (e.g. investment finance or treasury management).
- ① Five years' experience in Resource Accounting, Budgeting and Financial Management at Senior Management level.

#### FOR MORE INFORMATION ABOUT THIS POSITION & TO DOWNLOAD THE APPLICATION FORM, PLEASE FOLLOW THIS LINK:

<https://www.gov.uk/world/organisations/dfid-uganda/about/recruitment>

#### IMPORTANT – HOW TO APPLY

- ① The candidate must complete the correct application form (**AVAILABLE ON THE LINK ABOVE**) and send it to: [AfricaHRHubRecruit@DFID.GOV.UK](mailto:AfricaHRHubRecruit@DFID.GOV.UK) with a copy of their most recent CV including a well written Covering letter of no more than 1000 words.
- ① Please quote the following reference number when applying "UGA/0117". Failure to do so may result in your application not being viewed.
- ① Closing date of applications is **MIDNIGHT ON 6 NOVEMBER 2017**. Applications shown as being received after this time will not be accepted.

DFID is committed to equal opportunities and staff development.