

Ministry of Health, Nutrition & Indigenous Medicine
**Project Management Unit of the
GFATM project**

**Vacancy for the Post of
Finance Specialist**

The Ministry of Health, Nutrition & Indigenous Medicine is the Principal Recipient of four grants awarded by the Global Fund to Fight AIDS, Tuberculosis and Malaria (GFATM). The four grants involve in the prevention and control of HIV / AIDS and Tuberculosis, prevention of re-introduction of Malaria into Sri Lanka and Strengthening of the Health System in the Northern Province. HIV / AIDS, Tuberculosis and Malaria grants cycle runs till end of 2018 and the HSS grant ends on the 30th June 2017.

Applications are called from qualified and experienced individuals for the following positions at the GFATM Project Management Unit (PMU)

Post of FINANCE SPECIALIST - 01 Vacancy

(PS 03 as per the Management Services Circular No. 01/2016 (24.03.2016))

Finance Specialist will be required for detailed financial analysis, report creation, budget management, and performance tracking and value added analysis, for the budget and financial performance of all four grants. In addition he / she will be providing guidance to the Finance teams of all grants to ensure correct financial management of grants and accurate and timely reporting of financial information.

Required qualifications, experience and competencies

1. Bachelor's degree in Accounting or Financial Management from a recognized University.
2. Post graduate qualifications in relevant field would be an added advantage.
3. Chartered and or Corporate membership of a recognized international professional association is an asset.
4. Preference will be given to Chartered Accountants.
5. Minimum of 10 years post qualification progressive experience in senior technical or managerial level is essential.
6. Excellent working knowledge of Financial Regulations and other relevant rules and regulations of the Government of Sri Lanka is essential.
7. Good knowledge of project finance and project budgeting is a definite asset.
8. Demonstrated communication skills (written and oral) and consultation skills
9. Hands on experience with QuickBooks® accounting software will be distinct advantage.

General Conditions

1. The duty station will be Colombo but may need to travel to project implementation sites all over the country.
2. Age should be below 57 years as at 01.02.2017.
3. Strong computer skills adept at statistical software, spreadsheet, word processing, presentation, internet and email software is a must.
4. Highest proficiency in English is required with fluency in Sinhala and/or Tamil language.
5. Demonstrated communication skills (written and oral) and negotiation / consultation skills
6. Preference will be given to those who have prior working experience in a similar capacity in foreign funded projects, especially in the public sector.
7. Recruitment will be on contract basis.
8. Only short listed candidates will be called for an interview.
9. Selected applicant should be able to take up the assignment within reasonable time period preferably within one month.
10. The initial contract will be for one year of which first six months will be on probation. The contract period is renewable annually for the next three years subjected to the satisfactory performance demonstrated at formal performance appraisal by the supervising officers and Global fund written approval.
11. Salary is as per the Management Services Circular No. 01/2016 (24.03.2016) and other Management Services Circulars.
12. The contribution of the employer for EPF is 12% and ETF 3% of the salary. The EPF contribution of the employee is 8% of the salary.
13. Candidates who are already in the public service should send their applications through the relevant heads of the Departments / CEO of the Agency who should indicate that the Candidate could be released in the event of being selected to the assignment.

All applications should be sent along with CV and copies of relevant certificates and documents in order to prove the qualification and experience. Stage "**Application for Post of Finance Specialist - GFATM Project**" on top of the left side of envelope to reach the below address within 14 days of this advertisement.

**The Project Director,
GFATM Project Office, 3rd Floor, Public Health Complex,
No. 555/5, Elvitigala Mawatha, Colombo 05.**

Email: vacancygfatm@gmail.com / Tel No. 011 2581918 / Fax: 011 2368885