



**Regional Finance and Support Services Officer** (Colombian  
Nationals or People with work permission)

**Gross Salary COP \$2.500.000**

**Contract: 1 year Fixed term local Contract with possibility of extension (Part Time)**

**Location: Bogotá-Colombia**

HelpAge International's vision is a world where older people fulfil their potential to lead active, dignified, healthy and secure lives. We are the secretariat of the HelpAge global network, bringing together more than 114 affiliates and 200 partners working with older people in over 50 countries.

The Regional Finance and Support Services Officer will be responsible for the finance functions in the region including all aspects of financial and management accounting, finance systems development and implementation and support to partners to ensure HelpAge and donor reporting requirements and minimum standards are met. The person will have also functions related to

**Cash and bank management.**

The ideal candidate will be a person with a Bachelor's degree in Finance and a professional accounting qualification, significant experience with a reputed international NGO and with a range of donors, preferably including USAID, DFID and EC. Good working knowledge of SUN accounting system or equivalent.

The full Job description is attached. To apply, please send an updated CV and covering letter outlining how you meet the required criteria to Marcela Bustamante email: [marcela.bustamante@helpagela.org](mailto:marcela.bustamante@helpagela.org)

Please note that applications will be reviewed as received until **16<sup>th</sup> March, 2018**. We therefore encourage you to put forward your application as early as possible. The interviews will be in English on skype between March 19<sup>th</sup> and 23<sup>rd</sup>.

**HelpAge International is an equal opportunities employer.**

HelpAge International is committed to providing our staff with continuous professional development, flexible working and opportunities to thrive within an inclusive and diverse environment. As part of our commitment to promoting gender diversity, we are a member of the Business in the Community gender campaign.