

## **VACANCY: FINANCE OFFICER FIJI**

WWF-Pacific, the global conservation organization is seeking to recruit a **Finance Officer** who will report to the Fiji Programme Accountant. The position has a key function to assist the Finance department in the day-to-day Accounting and the finance operations at WWF-Pacific Office. The position will be based in the WWF-Pacific Office in Suva, Fiji

### **Requirement Qualifications and Experience**

- Diploma/Degree in Accounting & Financial Management
- At least 3 years' experience in the Accounting field.

### **Required Skills and Competencies**

- Excellent written and verbal communication skills in English
- Self-motivation
- Technical competence in computers including use of word processing, spreadsheet, database, accounting and email programs
- Adheres to WWF's values, which are: Knowledgeable, Optimistic, Determined and Engaging.

### **Terms and Benefits:**

An attractive remuneration package dependent on qualifications and experience will be offered to the successful candidate.

Various other benefits include health, accident and life insurance, annual leave, sick leave and other leave provisions and superannuation. Contract duration is for 3 years depending on annual performance review and funding availability.

### **Job Descriptions**

For more information on the role, the job description that interest you can be downloaded from our website: [www.wwfpacific.org](http://www.wwfpacific.org)

### **How to Apply?**

If you have the relevant experience and qualifications, you are encouraged to send an application, including a complete CV with full contact details of three referees. Applications addressed to the Human Resources Manager, should be sent via email to [ppo.hr\\_recruit@wwfpacific.org](mailto:ppo.hr_recruit@wwfpacific.org) by Wednesday, 22 March 2017.

WWF is an equal opportunity employer. Eligible women candidates are encouraged to apply. Only short-listed candidates will be called for interviews.