Job opportunity
Financial controller
Head Office, Brussels

Deadline for applications: 28 March 2021
VVOB is an international NGO with programmes and projects in 10 countries worldwide. Our head office is based in Brussels, Belgium.

When you join VVOB, you become a key player in VVOB’s mission to ensure quality education as a key enabler for achieving the sustainable development goals. We implement our programmes and projects with one shared passion: to ensure the improvement of quality education. Our teams of national and international experts achieve this by providing technical assistance to governmental and other education actors. In doing so, worldwide we ensure capacity building of governmental and other education actors.

Do you share our ambition to ensure that learners around the world can enjoy their fundamental human right to quality education, without exception? Are you convinced as well that quality education guarantees equal opportunities for everyone and is the key to a better world?

We are looking for a Financial Controller who will operate from our headquarters in Brussels, Belgium, who will proactively follow up on financial budgets and play an important role in the improvement of our financial procedures. Do you want to take on this challenge? Then continue reading!

Responsibilities of the Financial Controller

As a Financial Controller you will be responsible for collecting, editing and analysing financial data and to proactively take decisive action when needed. You will be the first point of contact for the Board of Directors, management and finance collaborators in ten country offices with regard to financial reporting and you guarantee a correct and financial representation of the activities within the organisation. You will report to the Finance Director.
You will:

- Prepare the monthly, quarterly and annual reporting
- Write and handle the Financial Statements
- Support and collaborate with the external auditors
- Monitor the working capital and execute cash flow management
- Manage foreign currency
- Coordinate the annual budget (globally, by country and by programme/project) and follow up on intermediate results
- Analyse and report variances between budgeted and actual results
- Support management by providing Productivity and Efficiency reporting
- Monitor procedures and make sure an internal control is done with regard to opex and capex
- Participate actively and support in the implementation of the financial part of the ERP package

If you’re our Financial Controller, your workweek at the office will include the following highlights:

Together with the Finance Director you discuss how the budgeting and monitoring procedure within VVOB can be optimised. You develop a budget template for the new multi-year programme 2022-2026 and conclude agreements regarding implementation, communication and follow-up.

During the weekly meeting with the Finance Director and your colleagues of the Finance Department you will elaborate on the latest budgetary and financial developments for both Head Office and the country offices.

Participate in monthly budget meetings with the Finance Director, Country Programmes Manager (CPMs) and their financial staff. During these meetings you will review the implementation of the different projects and programmes, as well as critically assess the budget forecasts.

You receive an email of the Finance Director inviting you to a video call on the review of the financial manual. Your analysis and viewpoint are needed with regard to a number of KPIs and the monitoring procedure.

During a video call with the Finance collaborator for Vietnam you will discuss the start-up of a new project, including the project card and the budget.

Does this look like your dream job?
Then read on and check whether your profile matches the job requirements!
Who are you?

You are a true team player with good social skills and a no-nonsense and hands-on mentality. You love numbers and analyses. Accurate, critical and structured work is what defines you. You have an excellent sense of how a complex international organisation works and you are creative in formulating proposals to improve our organisation. You are able to act quickly because of your stress resistance and remain quality conscious and responsible at all times.

Your expertise and experience

- A master’s degree, preferably in Commercial Engineering or Applied Economics.
- You already have a first professional experience in a similar job or in an auditing firm, preferably in an international organisation
- You have excellent Excel skills and you are familiar with ERP-systems (experience with Navision and SQL is advantageous)
- You master accounting, cost-price calculation, consolidation and taxation; and you link that to a thorough knowledge, insight in and analysis of corporate financial processes
- Given the international context in which you will work, it is essential that you are proficient in spoken and written English
- You can communicate clearly and tactfully with all levels in an organisation and within different cultural contexts

Matching competences

VVOB core competences:

- Results and goal oriented
- Lifelong learning and improvement
- Cooperation within a team and with other stakeholders

Function specific competencies:

- Reliability
- Strong communication skills (verbal and written)
- Creativity
- Strong analytical and synthetical skills
- 360° empathy

Job opportunity - March 2021 - Financial controller (HQ)
What we’re offering:

- An exciting job in a growing organisation with varied responsibilities and opportunities for professional development
- A full-time contract of indefinite duration
- Salary according to salary scale A111 (cf. Flemish government); free travel to work by train, tram, subway or bus; meal vouchers; hospitalisation insurance and group insurance

Join us:
As soon as possible!

What’s next?

Your motivation letter and a detailed CV are expected to be sent by e-mail no later than March 28th to recruitment@vvob.org.

Shortlisted candidates will take a written test, go through an interview process and an assessment, before a final offer.

VVOB firmly believes that quality education can only be achieved if equity is ensured. Qualities of people prevail, regardless of age, gender, ethnicity or disability.

Is this not exactly the job you are looking for? Please have a look at our other vacancies at: https://www.vvob.org/en/vacancies