

PERFORMANCE
CONSULTANT SA

Conseil en ressources humaines

Specialist, Secretariat Financial Process Optimization

Our client:

An international Health NGO based in Geneva.

Role & Responsibilities:

Under the direction and management oversight of the Manager, Secretariat Financial Process Optimization, the Specialist is mainly responsible for:

- Perform the identification of the needs for financial business process improvements in collaboration with Business Processes Owners and other relevant stakeholders;
- Responsible for cross-functional collaboration to create alignment around optimisation & automation priorities;
- Execute and advance the finance transformation by introducing accelerated process optimization such as simplification and automation by leveraging a wide range of tools
- In close collaboration with the business owners, perform identification of the needs, document the business requirements and design the processes, that serve as input for the process optimization. Collaborate with process owner, IT and other stakeholders to support during the development, testing and implementation of the business After go-live, ensuring effective operationalization of the business solution.
- Coordinate the different Change Management activities e. manage internal and external stakeholders and build partnerships to ensure effective collaboration and decisions making
- Support establishment and support to operationally drive a performance measurement to plan, execute and track achieved benefits

Profile:

- Degree in Finance, Computer Science, Statistics or related field
- Minimum 8 years of demonstrated professional experience supporting financial transformations from a business perspective
- Knowledge of the internal control and financial reporting requirements to multiple stakeholders (government, multiple donors,)
- Experience of working within an international or regional sphere of activity, particularly in the developing world

Required skills:

- Successful execution of processes optimization that lead to a work load and likelihood of error reduction
- Proactive support to change management processes
- Efficient and effective collaboration with different stakeholders to support identification of needs, document the business requirements and design the processes, that serve as input for the process optimisation

Contract type: Temporary contract for 4 months

Rate of activity: 100%

Starting date: 1st of May 2024

We guarantee you to handle your application in total confidentiality

Consultant responsable du mandat : Mouhssine Moudrik
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