



Wildlife Justice Commission

Law enforcement and legal experts fighting transnational organised wildlife crime.

The Wildlife Justice Commission is a young, innovative, mission-driven organisation, leveraging the rule of law and the power of investigation to stop the extinction of our planet's wildlife. Our mission is to disrupt and help dismantle the criminal networks profiting from the trafficking of wildlife, timber, and fish. We do this by gathering evidence and turning it into accountability.

To support this mission and our continued growth, we are seeking a

Financial Controller

36 - 40 hours per week

The Hague, the Netherlands

Position Overview

The Financial Controller fulfils the registering and reporting role of all finance related activities of the organisation. This includes accounting, reporting on projects, and drafting the annual statement. The post requires an all-round, highly organised, proactive, and dynamic professional with a hands-on attitude. A degree in Finance and/or Accounting and an excellent command of English are essential to the role. Years of experience with finance software such as AFAS and QuickBooks is required. The Financial Controller gives advice and reports to the Director of Finance and Services. The Finance and Services department is responsible for Finance, Human Resources, Office, and IT management.

Tasks and Responsibilities

- Daily accounting and proper registration of all financial data.
- Responsible for the smooth running of all the financial activities and processes.
- Ensure proper functioning of internal control systems of the finance department.
- Periodic financial reporting on projects and reporting on the organisation's finances.
- Monthly forecasting on income, expenses, and liquidity.
- Prepare the annual financial statement including all related documents.
- Facilitate the interim audit and the audit of the annual financial statement, and implementation of the audit recommendations.
- Be a key point of contact for other departments on financial and accounting matters.
- Prepare (project) budgets for donor proposals.
- Review the financial processes, identify improvements, efficiency and implement them in discussion with the Director of Finance and Services.
- Provide advice from a financial perspective to support the development of projects and the organisation.
- Support the Director of Finance and Services with various financial and administrative tasks when required.





Requirements

Knowledge and Skills

- Excellent knowledge and experience using accounting software, preferably AFAS online.
- Good knowledge of international financial and accounting procedures and a good understanding of the RJ650 accountancy policy.
- Strong attention to detail and accuracy.
- Strong analytical and abstract thinking.
- Flexible with the capacity and willingness to handle tasks outside the comfort zone.
- Good communication skills and the ability to work well with colleagues worldwide.
- Good general understanding of IT and software and advanced MS Excel skills.
- Fluency in English and Dutch (both written and spoken).

Education and Experience

- Bachelor's degree in Accounting or Business Administration.
- At least 3 years experience in a comparable role with independently conducting a complete financial administration.

We offer

- A contract for 36 - 40 hours per week for a period of 12 months, with possible extension, at our office in The Hague.
- An international environment and working in English.
- Competitive employment conditions.
- A chance to make a difference.

Looking to make a difference for wildlife?

Please fill in our job application form on our website <https://wildlifejustice.org/job-application-form> and upload your resume and motivation letter in English. Resumes without motivation letters will not be considered. Should you have any questions about this position, please email us at careers@wildlifejustice.org. Please indicate "Financial Controller" in the email subject line.

To support our objectives, the Wildlife Justice Commission employs staff of many nationalities, cultures, languages, and opinions. This international and diverse character is one of the core values of the organisation, and we, therefore, seek to sustain and strengthen this diversity and to ensure equal opportunities as well as an inclusive working environment for our entire workforce.

Deadline to submit applications: 31 March 2024

*Applications will be processed on a rolling basis, early submissions will receive priority consideration.
Please note that only short-listed candidates will be contacted.*

