

MINISTRY OF TRADE, INDUSTRY, REGIONAL INTEGRATION & EMPLOYMENT – CALL FOR APPLICATIONS

MOTIE seeks to appoint a Resident Consultant Fiduciary, to work closely with the Trade Directorate to be able to carry out the financial requirements of the EIF Project. The Post holder will be required to commit at least five hours a week to build the capacity of at least two MOTIE staff and assist with the submissions of reports in line with the provisions of the EIF Compendium.

The Appointment is up to 31st July 2018.

Expectations:

The Resident Consultant is expected to build the capacity of the Trade Directorate to be able to:

Ensure the proper Management and inventory of assets and supplies of the Directorate;

Be in charge of disbursement for approved expenditures and prepare and maintain records and accounts adequate to reflect the operations resources and expenditures of the Directorate related to EIF;

Maintain a sound Financial and budgetary system, including a financial database to monitor and control expenditures in line with generally accepted accounting and administrative principles and practices and ensure that resources are transparently accounted for;

Prepare related EIF regular budget of the Directorate;

Essential Requirements:

Previous experience working in UN/UN related Projects in The Gambia

Ability to supervise, monitor, train and advice MOTIE attaché and accountant on financial reporting according to EIF standards

Be knowledgeable on Government procurement rules & expectations and anti-corruption measures.