

The European Forest Institute
is seeking a
Project Controller (Finance)
at EFI Headquarters, Joensuu, Finland

The European Forest Institute (EFI) is an international organisation, with 29 member countries and approximately 120 associate member organisations. EFI undertakes forest research and policy support at a pan-European and global level, with headquarters located in Joensuu, Finland. EFI has its other main offices in Barcelona, Bonn and Brussels. The Institute has approximately 120 staff members and has an annual turnover of approximately 15 million Euros. Further information about the organisation is available at www.efi.int.

EFI is seeking a **Project Controller** to join the **Finance Unit** located in Joensuu, Finland. Reporting to the Head of Finance, this role will be responsible for financial and financial control related activities of many of EFI's projects, and to support the broader financial management of EFI.

This role would suit a candidate with some previous experience working with controller/accountant tasks, who has an interest in helping to develop relationships and processes within the organisation.

Key responsibilities will include:

- Provide a positive and customer focused level of support and guidance to project managers, to enable effective management of their projects
 - Become an expert on project/donor financial rules
 - Prepare project financial reports to external (customer/donor) organisations, and act as the point of contact for external financial audits of projects
 - Ensure that project financial information is correctly reflected in the accounts
 - Support proposals and applications for new projects
 - Organise and implement a project review process
- Support the implementation of a new accounting and project IT system, and act as a "super user" for the system
- Support the financial management, administration, and reporting at the Institutional level

Qualifications/Competences

- Bachelor or master's degree, with a focus on accounting or finance, or another recognised finance/accountancy qualification (e.g. KHT, KTM, CPA, ACMA, etc.)
- At least 3 years' experience within a finance/accounting team, with at least 1 years' experience in a role which included accounting/controllers responsibilities. Experience in a project-based environment would be advantageous
- Familiarity with recognised accounting standards (e.g. Finnish Accounting Standards, or International Accounting Standards, etc.), either through studies or by practical experience.
- Proven high level of organisational skills and a positive and customer focused attitude
- Fluency in Finnish language, plus the ability to communicate in written and spoken English
- Experience using financial/book-keeping software and Microsoft Office applications
- Experience in using ERPs (Oracle, SAP, etc.), would be desirable

Employment conditions and duty station

The position is based at EFI Headquarters in Joensuu, Finland. There would be opportunities for occasional travel (1-2 times per year) to EFI's other locations. EFI offers a competitive benefits and salary package.

The role is immediately available, so the successful candidate can start as soon as possible.

Interested candidates are requested to send (in English) a CV including copies of academic degree certificates/diplomas with a motivation letter by **30th November 2020**, using our [online](#) application form.

EFI is an equal opportunity employer. All applications will be treated confidentially.

Please note that only candidates that have been shortlisted for interview will be contacted.

Enquiries about EFI and the respective position are encouraged, and should be addressed to:

- Mark Pilbeam, Head of Finance, phone +358 (0) 50 464 9480, email: mark.pilbeam@efi.int