

VACANCY ANNOUNCEMENT:

Finance Controller, Finance Unit

Company Overview:

Samuel Hall is a social enterprise specialising in migration and displacement research. Our rigorous research approach informs policies and programs and connects communities to change-makers for more inclusive societies. Structured around three pillars, including Research & Policy, MEAL, and Data Standards and Analytics, the company has offices in Kabul, and Nairobi, and staff working remotely.

The company has registered its holding in the Hague, Netherlands, where it aims to situate core functions including finance and human resources, to begin with. Samuel Hall partners with global organisations (United Nations, governments, and non-governmental organisations – NGOs) as well as universities to better understand, remove, and reduce barriers to migration and inequalities in the world. With ongoing conflicts, instability, climate change, and socioeconomic inequalities, our work remains crucial in providing evidence-based solutions. The company is currently composed of 45 full-time staff members. Learn more at <https://www.samuelhall.org/>.

Position Overview:

We are seeking an experienced Finance Controller to work in the Finance Unit and report to the Director of Finance and Finance Lead. The Finance Controller is a critical position aimed at strengthening the financial management capacity and control at the global and local levels. This role will ensure robust financial control, compliance, and capacity building at various sites. The position also contributes to the development of finance policies, guidelines, and toolkits to support the finance team and non-financial managers in fulfilling their finance-related responsibilities.

This will be a full-time role, working remotely with frequent travel to the organization's offices.

Who We Are

Our research connects the voices of communities to changemakers for more inclusive societies. Samuel Hall is a social enterprise that conducts research, evaluates programs, and designs policies in contexts of migration and displacement. Our approach is ethical, academically rigorous, and based on first-hand experience in complex and fragile settings. With offices in Afghanistan, Germany, Kenya, Tunisia, and the United Arab Emirates, we are based in the regions we study.

We have over ten years of experience in 70+ countries and have become a trusted partner and leading voice in the field of migration and displacement research, working with governments, donors, multilateral organisations, and NGOs, as well as public and private sector entities. It's an exciting time for Samuel Hall – we were recently selected by Stanford University as one of the Global South's high-potential, fast-growth social enterprises. For more information, please visit www.samuelhall.org.

WORK ENVIRONMENT: We work in a fast-paced, demanding, and challenging environment – you will be expected to grow with us and carve out your own spot in the team. We look for proactive, creative individuals who find opportunities to make their mark and identify solutions to problems. We look for strong leaders and reliable team players who can add value from the very start, expand our knowledge, and help us maximise our social impact.

Opportunity to make an impact

This position calls for an individual who wants to make a real difference around the world, and who believes and is passionate about our company's ethos, which is working with marginalised populations and connecting communities with changemakers for more inclusive societies. Our organisation was selected as part of Stanford University's Seed Transformation Program as a social enterprise of the Global South working towards scaling and sustaining its social impact in the world.

Tasks & Responsibilities

Objective 1 - Financial Control and Compliance (70%)

- Conduct periodic financial audits and assessments across multiple work sites to ensure adherence to organisational financial policies and local regulations.
- Implement best practices in financial management, accounting standards, and internal control procedures across all entities.
- Identify and mitigate financial risks by conducting risk assessments and recommending corrective actions.

- Review and validate financial documentation and transactions for accuracy, completeness, and compliance.
- Ensure timely and accurate financial reporting and reconciliations at various sites.
- Assist in the monitoring of cash flow at work sites, ensuring liquidity and effective resource allocation.
- Conduct spot checks of petty cash, bank reconciliations, and project budget monitoring.

Objective 2 - Capacity Building (20%)

- Provide training and support to finance and non-finance staff in key areas such as budget management, financial forecasting, reporting, ICT (ZOH0) and compliance.
- Train and coach local finance teams to build their skills in financial analysis and control.
- Coach non-financial managers to enhance their understanding of budget management, financial planning, and financial compliance.
- Foster a culture of transparency and accountability in financial management practices at work sites.

Objective 3 - Policy, Guidelines, and Toolkit Development (10%)

- Contribute to the creation, review, and update of financial policies, guidelines, and reference toolkits.
- Develop user-friendly financial tools and templates for both finance professionals and non-finance managers.
- Collaborate with the central finance team to ensure that all policies and guidelines align with global financial strategies and requirements.
- Support the Director of Finance in creating standard operating procedures (SOPs) for key finance processes.
- Provide feedback and recommendations to improve existing financial tools and systems based on site visits and audits.

Key Deliverables

- Periodic audit reports with actionable recommendations.
- Improved compliance and financial control at various work sites.
- Training sessions for local finance staff and non-finance managers.
- Regular updates to financial policies, procedures, and toolkits.
- Development of simplified and accessible finance management tools for non-financial managers.
- Improving functionalities and reporting within ZOH0.

Vacancy Requirements

Education

- Bachelor's degree in Finance, Accounting, or a related field. A Master's degree or professional accounting qualification (e.g., CPA, ACCA, CIMA) is highly desirable.

Experience

- Minimum of 5 years of experience in finance management, preferably within a multi-national or NGO environment.
- Demonstrated experience in financial auditing, compliance, and internal control processes.
- Experience in conducting training and capacity-building activities for finance and non-finance staff.
- Prior experience working in a 'flying' or multi-location finance role is a plus.

Skills

- Strong financial analytical skills and attention to detail.
- Excellent knowledge of international accounting standards and financial regulations.
- Proficiency in financial software and Microsoft Office Suite (particularly Excel).
- Strong communication, presentation, and training skills.
- Ability to adapt and thrive in diverse cultural and operational environments.
- Fluency in English is required; proficiency in French is highly desirable.
- High degree of integrity, professionalism, and reliability.

Competencies

- **Adaptability:** Able to adjust and manage in a dynamic, changing environment with diverse cultural contexts.
- **Problem-Solving:** Demonstrates strong analytical and problem-solving abilities to identify risks and implement solutions.

- **Communication:** Excellent communication skills, capable of delivering complex information in a clear and accessible way to various audiences.
- **Leadership:** Strong ability to mentor and guide teams, building their capacity to meet financial standards.
- **Attention to Detail:** Demonstrates a high level of accuracy and meticulousness in all financial processes and reports.
- **Teamwork:** Proven ability to work collaboratively with multi-disciplinary teams, both finance and non-finance.

Working Conditions

- High travel requirements to various international and regional locations, often with limited resources.
- Must be comfortable working in a range of settings, from well-established offices to remote and developing regions.
- Flexible work schedule to accommodate different time zones and travel requirements.

Our Offer

- A Dutch employment contract initially for 12 months with a trial period.
- Salary range from €5,500 gross per month, based on 40 hours per week (exact salary based on experience);
- Hybrid working with flexibility to work several days a week from home.
- Compensation for health insurance costs.
- Support to follow training and/or courses where relevant.
- Based in the Netherlands with the right to work in the country.

Location	The Hague, Netherlands with significant flexibility for remote working.
Position	Finance Controller
Salary	€5,500 gross per month, based on 40 hours per week
Vacancy closure	January 31st, 2025
How to apply	All applicants should follow this link to apply: https://app.testgorilla.com/s/tp91ht95
Samuel Hall is an equal opportunities employer. Applicants who do not follow the required format will not be considered. Only selected applicants will be notified, and interviews will be conducted on a rolling basis.	