



**REPUBLIC OF LIBERIA**

**MINISTRY OF HEALTH**

**Released March 31, 2017**

# VACANCIES

The Ministry of HEALTH received grants from the Global Fund to fight HIV/AIDs, Malaria and Tuberculosis and support to health system strengthening in Liberia. The Ministry now intends to hire the services of consultant that will serve in the below listed capacity:

**1. Project Accountant: One(1) Position**

|                                   |   |
|-----------------------------------|---|
| <b>Position</b>                   | <b>One(1) Position</b>  |
| Job Title                         | Project Accountant  |
| Supervisor: Line of Reporting     | Deputy Program Manager for Finance/Administration   |
| Required Skills and Qualification | <ul style="list-style-type: none"><li>• University Degree in Accounting, Finance or related field or equivalent work experience required. A professional certification in Accounting or a related field highly desired.</li><li>• Minimum of three years professional experience in a financial management position of responsibility.</li><li>• Budgeting and budget management experience required.</li><li>• Knowledge of quick books financial accounting package or similar financial reporting software highly desired.</li><li>• Proven ability to analyze reports or issues and to provide appropriate recommendations required.</li><li>• Availability to perform work assignments out of town required.</li><li>• Sound knowledge of Global Fund grant management in the areas of budget and local regulatory reporting obligations is required</li><li>• Strong knowledge of effective management practices desired</li><li>• Knowledge of the relevant public donors' regulations will be highly desired.</li></ul> |
| Describe skills                   | Computer literate especially accounting software, good English (both written & spoken), team player   |

**All applicants interested in any of the above positions are kindly asked to submit their applications to the address below and drop it in the tender box or the email stated below:**

**The Personnel Division  
Attn: James M. Beyan, Human Resource Manager  
Ministry of Health, Congo Town  
Monrovia, Liberia**

**Email: [proumohsw@gmail.com](mailto:proumohsw@gmail.com)**

**This vacancy is also found on the Ministry's website: [www.moh.gov.lr](http://www.moh.gov.lr)**

**DEADLINE FOR SUBMISSION OF APPLICATIONS: Friday, April 21, 2017 AT 4:00PM  
LOCAL TIME.**

