



Hello from Friends-International
We're looking for an
**ACCOUNTING
COORDINATOR**

Are you an experienced finance professional passionate about making a difference? Ready to dive into a hands-on role overseeing the accounting processes across 5 countries in Southeast Asia?

If you answered 'yes' to any of the above, then you may just be the person we need.

WE ARE

Friends-International (FI), an award-winning NGO founded in Phnom Penh in 1994. Our vision is a world where every child, young person, and their caregivers are safe from harm and can access education, training and job opportunities to fulfil their potential as productive, functional citizens of their countries. Our multiple dynamic teams in Cambodia, Thailand, Laos, Indonesia, Myanmar and Europe, together with our partners, deliver innovative services for children, youth, their families and their communities. This is done through our Saving Lives, Building Futures and ChildSafe programs which cover a great variety of carefully integrated projects including child protection, migration, harm reduction, education, alternative care, vocational training, social businesses, employment, NGO networks and more!

THE ROLE

As an Accounting Coordinator, based in our HQ in Phnom Penh, you will be the lead for:

- Audit coordination and compliance for our Friends Alliance finance teams in Cambodia, Thailand, Laos, Myanmar and Indonesia counting more than 25 people
- Overseeing financial operations (balance sheets, tax reports, and cash flow) for HQ and our support offices in France, Germany, Switzerland and the USA
- Building the capacity of finance teams by offering training on tax, compliance, and accounting

In this role, you'll work closely with our finance technical team consisting of the International Finance Coordinator, 3 Country Finance Coordinators, one Finance Manager and 4 officers in HQ, as well as with diverse donors globally with many opportunities to witness FI's projects in Cambodia and the region.

Does this describe you?

- A dynamic team leader who is passionate about working for the protection and education of marginalized children, youth and their families
- A qualified accounting expert with experience working in an international context with senior accounting management role
- A technical expert with strong knowledge of IFRS accounting principles, financial reporting standards, and tax laws and regulations with proficiency in accounting software and financial management systems
- A person with excellent analytical and problem-solving skills with the ability to interpret complex financial data and provide actionable insights
- A proven leader in developing teams with excellent communication and interpersonal skills
- A positive thinker, results oriented, eager to take initiative while working with high ethical standards
- You are an excellent English speaker

These would be examples of some of your daily responsibilities. Would you enjoy them?

- Work with our finance teams to implement new accounting standards for Cambodia, Thailand, Laos, Indonesia and Myanmar driving consistency and financial transparency across our programs
- Facilitate the completion of yearly global audits, working closely with Finance Managers to ensure seamless completion and providing support at every step
- Empower finance teams across the region by delivering Accounting Training, fostering a culture of learning and improvement
- Collaborate with the HR team to build strong teams, by attracting and retaining top talent in finance teams
- Coordinate with a new potential donor for Laos and Thailand to ensure their due diligence process is done smoothly so that a trustful partnership can be established
- Work with ChildSafe Experience, our social business team, to tailor financial tools that support the needs of business operations
- Manage finance operations for our office in France to ensure compliance with all government regulations, from reports and vouchers to tax declarations, keeping operations running smoothly
- and others.

Sounds good!? Great! Please email your CV with your Cover Letter and salary expectations now to hr@friends-international.org and let's talk more.

In compliance with our Child Protection Policy and Protection against Sexual Exploitation and Abuse Policy, all applicants will undergo an extensive background check.

Friends team

