

Vacancy Announcement

Finance Officer, Southeast, Liberia **Duty Station: Sinoe County**

Fauna & Flora International (Fauna & Flora) saves species from extinction and habitats from destruction while improving the livelihoods of local people. Our guiding principles are to work with and alongside local partnerships, act as a catalyst for change, make conservation relevant, and base decisions on sound science. Founded in 1903, Fauna & Flora is the world's longest-established international conservation body; our conservation work and impact span the globe.

The Opportunity

Fauna & Flora is seeking a Finance Officer South-East Liberia to support financial and compliance management and administration of Fauna & Flora's diverse grant portfolio, including major statutory funders such as USAID, EU and UKAID. The growth in Fauna & Flora's Liberia programme provides an excellent opportunity for the successful candidates to underpin the programme's grant and financial management in a professional way to support effective delivery of Fauna & Flora's conservation projects.

Working closely with the Liberia Programme financial, administrative and technical teams, and based at our field office in Sapo National Park, Sinoe County, the successful candidate will support multiple aspects of operational and financial management of donor funds along with some general tasks, supporting field teams at site-level.

The candidate will have experience in operational and financial administration, including experience of donor compliance, financial accounting, teamwork and logistics. The candidate will possess a background in NGO environment and demonstrate commitment to Fauna & Flora's organisational values.

If interested, you can access the full job offer in <https://www.fauna-flora.org/about/career/finance-officer-south-east-liberia/> and apply by submitting your Cover Letter and full CV with contact details of two references (who won't be contacted without your permission) via email to liberiajobs@fauna-flora.org or submit hard copies submitted in a sealed envelope to the Fauna & Flora Office in Monrovia, City Rental Compound, 5th Street, Sea Side, 1000 Monrovia 10, Liberia.

Please mark your application "**Finance Officer, Southeast.**"

The closing date for applications is **June 30, 2025**. Candidates selected for the interview will be contacted by email or telephone—please specify your preferred contact method in your cover letter. We appreciate you having a working email address, as all our conversations will be via email.

This is a high-priority recruitment. The testing and interview process will be conducted on a rolling basis. Fauna and Flora reserves the right to finish the process and find a candidate before the stated end date. We encourage applicants to apply as soon as they can.

Fauna & Flora values diversity and is committed to equality of opportunity.