

Vacancy Announcement

Procurement, Contract & Logistics Manager (Readvertisement), Liberia

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 Procurement, Contracts, and Logistics Manager to coordinate and oversee all procurement, contracting, and logistics for our conservation projects across Liberia's Northwest and Southeast landscapes, as well as our Monrovia office. This role is integral to the smooth delivery of donor-funded grants and requires exceptional organizational skills and attention to detail.

The candidate will have proven experience in procurement and logistics, combined with expertise in donor compliance, procurement policies, and drafting and managing contracts/agreements. We are looking for a candidate with experience in the NGO sector who demonstrates strong collaboration skills, can manage multiple tasks effectively, and aligns with Fauna & Flora's values.

If interested, you can access the full job offer by clicking this link: <https://shorturl.at/8C382> 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 **"Procurement, Logistics & Contracts Manager (Readvertisement)."**

The closing date for applications is **January 16, 2026**. 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.

Candidates who participated in the previous recruitment process are not eligible for consideration for this opportunity. We encourage applicants to apply as soon as they can.

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