Finance Analyst (01)



Denver Bonamoussadi, Douala, Cameroon, Littoral
231
recruitment@ghsscm.org
Phone : 237.691754425
Web : www.ghsscm.org

Job Summary

Vacancy :
Deadline : Nov 30, 2026
Published : Nov 18, 2026
Employment Status : Full Time
Experience : Any
Salary :
Gender : Any
Career Level : Any
Qualification :

Job Description

Global Health Systems Solutions (GHSS) is a non-governmental and not-for-profit organization dedicated to seeking innovative solutions to strengthen health systems in developing countries for effective service delivery and surveillance of infectious, non-infectious, and neglected tropical diseases. We focus on three key areas: improving laboratory systems and services critical for disease management, surveillance, and prevention; enhancing field surveillance and epidemiological training for relevant animal and human health to mitigate threats posed by diseases; and improving service delivery at all health levels. Our major collaborators include Ministries of Health, World Health Organization (WHO), United States Centers for Disease Control and Prevention, Africa Centers for Disease Control, Mastercard Foundation, and several bilateral organizations. **Purpose of the role** The Finance Analyst, under the supervision of the Finance Director, will support the pre- and post-award management of the budget by preparing and analyzing budgets, budget variances, costed spend plans, costed work plans, cash forecasts, identifying savings, monitoring the organization's burn rate, and preparing budget redirections and other actions requiring prior approvals from funders. **Primary duties and responsibilities** Assist in putting together all documentation to support the request for funds from funders; Track actual expenditure against approved budgets, investigate significant variances and prepare periodic budget performance reports; Assist in the preparation and analysis of the budget variance reports, with a focus on investigating reasons for variations; Identify opportunities for cost reduction, improve resource utilization and propose measures to enhance operational efficiency without compromising programme implementation; Assist in the preparation of expenditure reports to ensure that program funds are utilized appropriately by the close of the fiscal year; Monitor cash inflows and outflows, prepare cash flow projections, assess liquidity requirements and advise Management on potential cash shortages or funding gaps; Support the preparation, consolidation and review of organizational and project budgets, and develop financial forecasts to guide management decisions and resource allocation; Carry out analysis of all expenditures to determine average monthly spend and burn rates; Conduct regular cost analysis to assess expenditure trends, identify cost variances, monitor budget utilization and recommend measures for improving cost efficiency; Provide Management with timely financial analysis, projections and recommendations to support strategic and operational decisions; Identify potential financial risks arising from budget deviations, cash flow constraints, exchange rate fluctuations and funding uncertainties, and recommend appropriate mitigation measures; Develop monthly spend plans; Assist in preparing the organization for financial audits; Perform any other duties as may be assigned or required. **Languages** - Proficiency in written and spoken English - Working proficiency in French, with the ability to communicate effectively in routine professional settings. **Submission of application** Interested and qualified candidates should submit a complete file containing, an application, a motivation letter, a curriculum vitae, and copies of the required academic/professional qualifications/certificates to the following address: **recruitment@ghsscm.org** *specifying the job title* **NB: Applicant's curriculum vitae should be either in Word format or in PDF. Scanned copies and JPGs will be rejected. Deadline for submission of application: November 30, 2026. *- We strongly welcome early applications. Consideration will be given to candidates who submitted a complete application file on time. - Only selected candidates will be contacted for interviews. - If you have not been contacted fifteen (15) days after closing, consider your application unsuccessful.***

Education & Experience

- Master's degree in Accounting and Finance or its equivalent from a recognized educational institution. - Professional accounting qualifications such as the Association of Chartered Certified Accountants (ACCA), Certified Public Accountant (CPA), and other related certifications would be an added advantage. - A minimum of three (03) years relevant work experience in finance and accounting. Experience with a funded not-for-profit organization would be an added advantage. - Solid knowledge of grant management principles - Proven mastery of the OHADA Accounting System for Non-Profit Entities (SYCEBNL), including its applicable accounting principles, standards and reporting requirements.

Must Have

- Outstanding attention to detail. - Strong ability to establish priorities, work within tight timelines, and multitask; - Ability to work under minimal supervision with a high level of resilience. - Very good computer skills, including excellent word processing capabilities and experience in using Microsoft Office programs, MS 365 programs, and accounting software. - Solution-oriented and deadline-driven with strong organizational skills. - High ethics and personal commitment to transparency and accountability. - Strong communication and interpersonal skills. - Ready to learn for continuous improvement.

Educational Requirements

Compensation & Other Benefits