

# FINANCE SPECIALIST

32 – 40 hours per week

Middle East and North Africa regional department

Are you passionate about tackling different challenges?

Do you excel at combining practical financial tasks with your expertise? If so, you could be our next

Finance Specialist!!

The objective of this position is to play a key role in the day-to-day financial operations as we reorganize our finance department. We are seeking a new colleague who can support in this process and embrace change positively. The ideal candidate will have strong financial expertise and a collaborative approach, ensuring both operational efficiency and compliance throughout the organization. The Finance Specialist will be part of the MENA Regional Finance & Compliance team, reporting to the Manager of Finance & Compliance.

## YOUR KEY RESPONSIBILITIES

- Day-to-day regional financial accounting
- Prepare accurate financial reports, including income statements and balance sheets, in line with standards.
- Assist in preparing and monitoring the budget, ensuring accurate financial forecasting.
- Ensure financial operations comply with policies and regulations, conducting internal audits as needed.
- Identify and assess financial risks, implementing strategies to manage and mitigate them.
- Evaluate financial processes and recommend improvements for efficiency and accuracy.
- Transform financial data into usable information
- Streamline processes that improve the effectiveness and efficiency of the Finance & Control team as well as that of the wider organization
- Assist in training staff on financial systems and processes to enhance team performance.
- Support finance teams in the Middle East and North Africa in improving their finance and controls.

**Open Doors** is an international, interdenominational organization that supports Christians who are persecuted for their faith. A job opportunity has opened within the Middle East & North Africa regional department

**Open Doors International** supports the worldwide organization with services such as Communications, Marketing, People & Culture, Advocacy, IT, Program Management, Finance and Global Research by working in a service-oriented way with teams and colleagues in countries with an Open Doors Development or Field office.

**The Finance & Compliance team** at MENA supports finance departments across all Field Offices, ensuring they provide accurate financial data to stakeholders.

## YOUR PROFILE

- Committed Christian with a heart for the Persecuted Church
- At least a bachelor's degree in finance or business administration.
- Knowledge of (Dutch) General Accepted Accounting Principles
- Extensive experience and knowledge in accounting, financial controls, and financial reporting
- Understanding of the work culture and customs in the Middle East and North Africa is a big plus.
- International experience in an NGO would be a plus with preference for candidates with an Arabic or Farsi background.
- Excellent knowledge of Microsoft Office and financial systems (knowledge of Unit4 Business World is a plus)
- Fluent in both written and spoken English, with the ability to travel internationally for up to 20 days per year.

## OUR OFFER

First and foremost, we seek to show God's love.

Do you share this desire? Working with us also means:

- A unique opportunity to use your professional expertise to serve religious minorities.
- The chance to build and implement professional finance practices in a dynamic setting.
- Daily interaction with colleagues and opportunities for travel.
- A comprehensive compensation and benefits package.
- A hybrid work environment that offers flexibility, along with opportunities for both remote work and in-person collaboration in a dynamic setting.
- Valuable opportunities for personal and professional development.



## INTERESTED?

Please send your email with your resume and short motivation before July 4, 2025 to: [recruitment@hrsupport.org](mailto:recruitment@hrsupport.org)

If you have any questions about the position, feel free to contact us at the email address above.