



## GOAL HAITI JOB DESCRIPTION

<b>Job Title:</b>	Financial Controller
<b>Country:</b>	Haiti
<b>Location:</b>	Port-au-Prince
<b>Contract Duration:</b>	12 months
<b>Start Date:</b>	April 1st, 2026
<b>Reports to:</b>	Country Director

### General description of the program:

GOAL works in Haiti mainly in vulnerable neighbourhoods in the metropolitan area of Port-au-Prince, and in Jérémie. Since its arrival in Haiti in 2010, GOAL has been helping the most vulnerable people affected by disasters. Today, GOAL is in a phase of strategic transition between emergency, rehabilitation and development. In all its programmes, GOAL adopts an approach based on community mobilisation and participation. All the programmes implemented by GOAL have the common objective of increasing the resilience of communities to risks and disasters by creating a safer environment where access to economic resources is facilitated. Since 2018, GOAL has been implementing projects aimed at strengthening urban resilience, local governance, the fisheries sector. With the financial support of the European Union, the Irish Government (IA), the US Government (OFDA). Since 2019, with the support of the Irish government, GOAL has been working in coastal communities to strengthen the fishing industry.

### General description of the role:

The Financial Controller is responsible for the financial management, internal control systems, management of funds, and reporting requirements of the organization. In particular the successful candidate will ensure timely submission of required donors reports, monthly management accounts to GOAL Dublin, statutory reports and other ad hoc reporting to relevant authorities, as well as budget preparation and monitoring of the programme. As a key member of the senior management team, the Financial Controller will contribute to the overall development and running of the country programme.

### People Management and SMT membership

- Report directly to Country Director in country, maintaining oversight of the GOAL Haiti finances. Work closely with the Finance Director in Dublin and other SMT members in country to provide guidance and oversight of the finance function.
- Providing leadership, direction and capacity building support for the in-country Finance Team.
- Providing training and support to financial and non-financial staff regarding GOAL's financial procedures and internal controls, and programme management tools.
- Ensuring GOAL's values and policies, including accountability and equality, are reflected in the work of the Finance Team.

### Financial Management

- Prepare monthly management accounts for approval by Country Director for submission to Dublin adhering to the strict reporting deadlines as set by the Global Finance Director
- Ensure proper financial systems, in Freetown head office and in the field offices (both GOAL's and its partners) are in place and implemented to accurately record all expenditure.
- Liaise with legal advisers in Haiti and HQ, as well as with local accountants & auditors relating to GOAL Haiti's reporting and tax payments.



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- Ensure compliance with GOALs standard accounting procedures and policies across the Haiti programme and actively monitor internal controls to minimize risk to the organization. In particular ensure appropriate cash management procedures are in place and operating effectively.
- Ensure preparation and retention of documentation to facilitate the annual external audit, donor audits, internal audits and revenue audits.
- Review monthly and quarterly donor status reporting for submission to GOAL Head Office, Dublin, adhering to strict deadlines.
- Oversee all cash management, including cash counts and cash transfers to field sites and partners in cooperation with the Programmes & Logistics team ensure that GOAL Haiti is in compliance with all relevant donor and internal guidelines.
- Maintain and keep updated Haiti Finance Manual with any approved exceptions to the standard GOAL worldwide Finance Manual, including a summarized and simplified finance and logistics manual for use by project managers and other field based staff.

#### **Donor finance**

- Ensure cost allocations basis among donors are reasonable in line with GOAL recommended methods.
- Review financial reporting to donors and other regulatory bodies, adhering to strict deadlines, coordinating with local legal and accounting advisors as appropriate.
- Review the financial sections of donor proposals, budgets and reports.
- Review GOAL annual and quarterly rolling budgets.
- Monitor and assist program managers with the financial management of programme budgets including expenditure forecasting, and ensuring the Budget Monitoring Tool (BMT) is completed in a timely manner.

#### **Improving financial capacity**

- Manage/supervise and work closely with local financial, administrative and partner staff.
- Managing and building capacity on financial systems for GOAL partners and GOAL SL staff
- Reviewing MOUs and contracts for suppliers and vendors engaged with the programme
- Responsibility for ensuring local compliance with the employee tax deductions, that all relevant statutory deductions are made from the employees' salaries and paid out to the appropriate authorities, coordinating with local legal, accounting and human resource advisors as appropriate.
- Provide support to human resources on personnel and staff issues which have financial implications.

Any other duties as mutually agreed with the Country Director and the GOAL Global Finance Director

#### **Requirements (Person Specification)**

##### Essential

- Qualified accountant. ACA, ACCA, CIMA, CPA or equivalent.
- At least five years' experience, with at least one of these overseas.
- At least one year's team management experience
- Willingness and ability to work in a pressurised environment, producing work of high quality to strict deadlines.
- Experience in dealing with institutional donors such as DFID, USAID, EC, UN, private foundations. Familiarity with donor rules and regulations (Particularly EU, Irish Aid, USAID).
- Flexible and reliable, with excellent interpersonal, motivational and management skills.



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- Excellent analytical and writing skills (English)
- Strong IT skills and systems experience – Advanced Excel experience and SAGE experience is highly desirable.
- Strong experience liaising with governmental/local authorities and other NGOs
- You to be culturally sensitive and empathic to others, with a 'can do' attitude

Please email your resume, copies of diplomas/certificates, and cover letter to: [hrhaiti@ht.goal.ie](mailto:hrhaiti@ht.goal.ie)

Emails or application files that do not include the reference mentioned below will not be processed:

**Subject: Financial Controller**

The deadline for submitting applications is March 23, 2026, at 15:00 p.m. (Haiti time). No applications will be accepted after this date.

Please note that only shortlisted candidates will be contacted.

**GOAL supports gender equality. Applications from local residents, as well as female candidates, are strongly encouraged.**

***This Job Description only serves as a guide for the position available. GOAL reserves the right to change, revise, omit, add in part/in whole this document any time without giving any reason thereof.***

*GOAL has a Staff Code of Conduct and a Child Protection Policy, which have been developed to ensure the maximum protection of programme participants and children from exploitation. GOAL also has a confidentiality policy ensuring the non-disclosure of any information whatsoever relating to the practices and business of GOAL, acquired in the course of duty, to any other person or organisation without authority, except in the normal execution of duty. Any candidate offered a job with GOAL will be expected to adhere to these policies any job offer made is also subject to police clearance. GOAL is an equal opportunities employer.*

*This Job Description only serves as a guide for the position available. GOAL reserves the right to change this document. Any published closing dates are estimated. Due to the nature of GOAL's work we aim to fill vacancies as quickly as possible. This means that we will close adverts as soon as we have found the right candidate, and this may be before the published closing date. We would therefore advise interested applicants to submit an application as early as possible.*