



RESERVE BANK OF VANUATU

PMB 9062 – PIERRE BRUNET STREET – PORT VILA – VANUATU
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VACANCY

BUDGET OFFICER

(Those who have applied and were not shortlisted, need not to re-apply)

The Reserve Bank of Vanuatu invites applications from interested Ni-Vanuatu candidates for the position of the Bank's Budget Officer. The position reports directly to the Manager of Finance, and subsequently to the Director of Support Services.

The Budget Officer is responsible to assist the Finance Manager and closely monitor the Bank's capital and current operating process from an accounting (including (IFRS requirements) perspective. This includes assisting to ensure that the Bank's budget activities and record keeping are congruent with external final reporting requirement.

The main duties of the position include:

1. Assist to coordinate the preparation of the Bank's annual and midyear budget Review.
2. Assist with classification of the appropriateness of revenue and expenditure classifications (both current and capital/fixed asset expenditures.
3. Assist with the monitoring of actual to budget performance of the various budget areas and advise the Manager Finance on the likely misclassifications and budget inconsistencies. This would relate to both current operating capital budget outcomes. This includes frequent miscoding's, adverse/ favourable budget variances/ inconsistencies.
4. Prepare monthly detailed revenue and expense analysis and report outcome to the Manager Finance.
5. Assist in a trainer's capacity with budget areas of the Bank.
6. Assist in the developing and monitoring of the Accounts and Customer Services area's own budget.

Desirable applicants should include a Degree with extensive experience in banking and or financial accounting. A good knowledge of accounting software and proficiency in all MS Office programs, along with practical knowledge in financial accounting modelling in excel is advantageous.

General Conditions

An attractive remuneration package will be offered which will be commensurate with experience and qualifications. Applicants should be fluent in both written and spoken English whilst working knowledge of French would be also good.

Written applications should include curriculum vitae, copies of relevant qualifications (Diploma/ Degrees) and must be supported by certified academic transcripts. Please note only successful candidates short listed will be contacted. All applications should be received by Friday March 4, 2022 and addressed to:

The Governor
Reserve Bank of Vanuatu
Private Mail Bag 062
PORT VILA
sathy@rbv.gov.vu

The Reserve Bank is an equal opportunity employer.

