

Finance Manager

The International Maize and Wheat Improvement Center (CIMMYT), is seeking an outstanding candidate for the position of Finance Manager in their Corporate Services Program. The position will be based at CIMMYT's Main Campus located 45 km northeast of Mexico City, Mexico.

The main responsibilities of the position are to:

- Manage the day to day operations of the finance unit with specific responsibility for financial accounting, treasury, project management and budgeting.
- Manage CIMMYT's budget as required by the CGIAR Financial Management Cycle, including budget preparation and implementation, monitoring, and reporting to senior management.
- Ensure that financial reporting to internal and external clients is made in a timely and accurate manner.
- Ensure efficient management of cash resources, through pro-active treasury operations and liaison with national and international banks.
- Maintain contacts with external partners such as banks, finance and government institutions in Mexico, and report as necessary to senior management on issues arising from these contacts.
- Act as the prime contact for external auditors and, within CIMMYT, liaise and work with the internal auditor and the CGIAR Internal Audit Unit as required.
- Ensure that the information systems and processes in the Finance Department adequately support the needs of modern financial management.
- Manage CIMMYT's fixed asset registers and depreciation schedules.
- Participate in CIMMYT committees as required and contribute to the overall objectives of CIMMYT's work.
- Develop and review financial and risk management strategies.
- Other accounting and financial tasks assigned to the position.

We are seeking candidates with the following qualifications:

- A degree in Public Accounting and membership of an internationally recognized accounting institute.
- At least 10 years of progressive experience as a senior finance professional and manager, with a least 5 years demonstrated management experience in administration and financial control functions.
- International experience is highly valued
- Knowledge of Latin American fiscal laws.
- Excellent spoken and written English.
- Strong analytical skills, problem analysis and problem resolution at both a strategic and functional level.
- Competency in communication and interpersonal skills, including an extensive ability to promote teamwork and build consensus.
- Demonstrated ability to lead a multi-cultural team and to create and maintain a cohesive work environment even at times of high workload.
- Ability to organize and manage multiple priorities.
- Experience with financial system development and implementation, especially project accounting applications.
- Ability to develop and codify functional financial management policies and procedures and to ensure that these are adhered to.

CIMMYT (www.cimmyt.cgiar.org) is an internationally funded, non-profit research and training organization affiliated with the Consultative Group on International Agricultural Research (CGIAR, www.cgiar.org) and has an annual budget of nearly US\$40 million. CIMMYT's mission is to help the poor in the developing world by increasing the productivity, profitability, and sustainability of maize- and wheat-based cropping systems while protecting natural resources. The Center is a global leader in scientific research and training related to maize and wheat, and in biotechnology, economics, and natural resource management research. These activities are conducted in partnership with national agricultural research systems, non-governmental organizations, and advanced research institutions, both public and private, in globally focused projects and programs. CIMMYT employs a staff of around 700 and operates in a decentralized, partnership mode, having staff in 14 countries, projects and partnership networks in many more.

CIMMYT is an equal-opportunity employer and strives for staff diversity in gender and nationality.

Please send via e-mail your letter of application, **no later than October 15, 2006**, CV/Resume (including full contact information) with names and contact information of three references to:

Human Resources Manager, (*Reference 20006/N09*),
Phone: (+52) 55-5804-2004 Fax: (+52) 55-5804-7558
Email: jobs-cimmyt@cgiar.org

For further information contact Martin Van Weerdenburg, Director of Corporate Services, m.vanweerdenburg@cgiar.org