

Integrated Rurban Development and Climate Resilience Project (IRDCRP)

Accountant (PS 4)

Introduction to the Project

The Integrated Rurban Development and Climate Resilience Project (IRDCRP) is a project to be implemented under the Ministry of Agriculture, Livestock, Lands & Irrigation jointly funded by the Government of Sri Lanka (GOSL) and the World Bank (WB). Total project cost is US\$ 103 Million, and it is designed to support small- and medium-scale holdings in the subsectors of agriculture, livestock, fisheries, and plantation for addressing identified lapses along the value chain from farm to folk. The main objective of this 5-year project is to improve productivity, competitiveness, and climate resilience of agri-food production in the project areas.

The project objective is to improve climate resilience of farmer families and productivity of irrigated agriculture in selected climatically vulnerable Hot-Spot Areas in Sri Lanka. This will be achieved through increased adaptation of climate-resilient agricultural practices and technologies, and increased access to markets in targeted smallholder farming communities. Project beneficiaries will include smallholder farmers, producer organizations, and agribusiness entrepreneurs who will benefit from improved and modernized irrigation, drainage and flood protection systems; adoption and dissemination of advanced CSA technologies on high efficiency irrigated agriculture techniques and practices; agriculture diversification; and improved market access.

Duties and Responsibilities

1. Ensure the proper Payment Procedures are followed in accordance with the PAM, the FMM, the circulars issued by the General Treasury and other Government Institutions in procuring Works, Goods, Services and related Consultancy Services.
2. Provide accurate complete and timely Financial Information for managing and monitoring the activities of the project by using MIS.
3. Supervision of MIS and to provide all the Management Information Reports required, including Physical and Financial Progress for the monitoring purposes and comply with Audit and Donor Agency requirements.
4. Assist to prepare Annual Budget Estimates and Disbursement Plan of the Project

5. To supervise the day-to-day activities of the Supporting staff to carry-out any duties assigned by the Finance Management Specialist.
6. Certifying payment vouchers & signing of cheques.
7. Preparation of financial Progress Reports
8. In-charge of the Assets Management, Store Management and Salaries.
9. Contract Management
10. Assist to prepare financial statements of the project
11. Provide accurate, complete and timely Financial Information for managing and monitoring Project Activities.
12. Provide all information and to prepare Annual Budget Estimates and Disbursement Plan of the Project
13. To obtain all the Information in order to ensure the MIS is properly managed.
14. Provide all the required Physical and Financial Information Reports (IUFR) requested by the PD, Donor Agency and the Government Agencies and Project Finance Management Specialist
15. Prepare time withdrawals, payments and re-imbursement of Donor Funds for Project Expenditure.
16. Process the re-viewing of the Internal and External Audit findings and the process of taking corrective actions.
17. Recommend effective methods of completing work as per the schedules.
18. Coordinate with PMU team on finance and procurement
19. Prepare and analyse the progress report vis a vis project works and submitting to the PD/PMU
20. He/she will report to the Project Director/ Project Finance Management Specialist
21. Any other duties assign by the Project Director

PS – 4 - Basic Qualifications and Experience Required - (1) or (2) below.

1. A successfully completed Bachelor's Degree in the relevant field which is recognized by the University Grants Commission (UGC) **or** A qualification recognized by the UGC as an equivalent qualification to the degree in the relevant field **or** an Associate membership/a similar professional qualification obtained from a recognized professional institution in the relevant field **with** at least **08** years of post-qualifying experience in the relevant field.
2. An officer of the Government All Island services Class III/II or above or similar states in the relevant field. **with** At least 08 years of experience in a class III/II post.

Skills

- Excellent working knowledge of English, both verbal and written; Fluency both written and verbal in Sinhalese/Tamil
- Experience working on finance management of projects with the World Bank or similar projects is preferable.

- Financial management, administrative skills Managerial, leadership and staff motivation.
- Data analysis and report writing.
- Be able to use the MS Office package (Word, Excel and Power Point)
- Problems Solving / Coordination Collaboration.
- Excellent communication and organization skills.
- Ability to work under pressure and work extra hours when required.

Travels to Project Areas

Require to travel project implementation areas when required

Working Location

PMU at Colombo/Battaramulla