Accounting & Budget Senior Associate

**Background**

The Finance Department’s (FIN) main function is to administer the Bank’s financial resources including debt and non-debt funds, managing the Bank’s cash resources, conducting accounting and preparing financial records of Bank operations. Among other functions, FIN also administers Bank relations with financial markets and intermediaries, formulates and reviews the implementation of the Bank’s asset/liability management.

The Finance Department is looking for a dedicated, energetic and team oriented Accounting Associate to work in the

Loans & Grants Accounting Group, and who may be assigned to one or more of the functional areas of financial reporting and accounting for loans and grants, capital markets (i.e., borrowings, investments, derivatives), or administrative expenses.

**What you will do:**

* Prepare monthly financial statements and other financial reports for internal and external use.
* Prepare draft annual financial statements according to US GAAP.
* Identify deviation from US GAAP and/or Bank policies and procedures and recommend corrective action.
* Provide accounting, reporting and control services for loans and grants, borrowings, investments, derivatives, capital, payroll, fixed assets and administrative accounts, including reconciliation of bank accounts and review of field office accounts. Provide guidance to Country Offices and accounting personnel in other business units on compliance with appropriate accounting guidelines and procedures and US GAAP.
* Ensure all transactions conform to Bank policies and procedures and that they are properly registered.
* Serve as liaison with COSO officers as well as with internal and external auditors.
* Participate in the assessment and development of accounting policies, procedures and controls for new financial transactions, and compliance with new and existing regulations.
* Perform and verify reconciliations of subsidiary ledgers to ensure the accuracy and integrity of balances and transactions, and their proper interface with the general ledger.
* Participate with system analysts in the design, development and testing of enhancements to financial and general ledger systems.
* Participate in the planning and implementation of general ledger and subsidiary system changes to accommodate new transactions, change in regulations or new technology.
* Maintain appropriate documentation of performed work for auditor's review.

**What you will need:**

**Education**: Master's Degree (or the equivalent) in Accounting or Finance, certification to practice public accounting in a member country (CPA, Contador Publico) may be considered in lieu of a Master's Degree, provided the candidate holds a Bachelor's degree in Finance or Accounting.

**Experience**: A minimum of five (5) years of recent experience in public accounting and/or a multinational business

environment. Experience should include financial statements preparation in compliance with US GAAP – experience

with IAS will be considered an asset; review, analysis, accounting and reporting for financial transactions including loans, grants, investments, borrowings, derivatives and administrative payments; multi-currency accounting; financial statements analysis, account reconciliations and internal controls.

Systems: Proficiency with financial and accounting systems and computer applications is required

**Language**: Proficiency in English and Spanish is required. French or Portuguese are desirable.

Functional and technical expertise: Understands the issues related to the accounting field and applies methodologies,

tools, policies, and state-of-the-art techniques. Keeps abreast of industry guidelines, best practices and trends, as well as of new products in area of responsibility.

Technical Competencies

1. Quantitative Analysis. Uses analytical tools and mathematical processes to empirically analyze and evaluate data and information.
2. Qualitative Analysis. Investigates beyond numbers through research and intuition to determine the reasonableness of information used for decision-making.
3. Financial Market Knowledge. Understands financial market dynamics, products and economics and their implications for financial and risk management.
4. Financial Operations. Researches, analyzes, inputs and reports information on the origination, execution and monitoring of financial operations.
5. Systems and Applications Knowledge. Leverages systems and applications knowledge to enter data, process transactions, conduct relevant analyses, and generate reports.
6. Risk Awareness. Understands, analyzes, acts on and communicates risks by applying appropriate controls and risk mitigation procedures.
7. Business Acumen. Demonstrates an understanding of own functional area, the business of the Department and the IDB’s needs and priorities. Understands and applies knowledge of IDB strategies, business priorities and policies to accomplish goals and execute on business area work program.

Core Competencies

1. Collaboration, Teamwork & Inclusion. Works cooperatively with others independent of background (e.g. gender, ethnic origin, religion, disability, sexual orientation, background, perspective) or organizational role, and takes a team-based and inclusive approach to projects and decision making.
2. Innovation & Creativity. Develops imaginative ideas and solutions through creativity, experimentation and critical thinking.
3. Communication & Influence. Communicates effectively and leverages relationships and strategies to influence others.
4. Client Focus. Understands client needs and provides services that meet their expectations for quality and performance; meets the Bank’s expectations for ethical behavior.

**Opportunity Summary:**

Starting date: ASAP

Location: Washington, DC

Requirements: Candidates must be citizens of one of the [IDB’s 48 member countries](http://www.iadb.org/en/about-us/how-the-inter-american-development-bank-is-organized%2C5998.html?open_accordion=9) and have no family members, to the fourth degree of consanguinity, currently working at the bank.

**Our culture**: Working with us you will be surrounded by a diverse group of people who have years of experience in all types of development fields, including transportation, health, gender and diversity, communications and much more.

**About us**: At the Inter-American Development Bank, we’re devoted to improving lives. Since 1959, we’ve been a leading source of long-term financing for economic, social, and institutional development in Latin America and the Caribbean. We do more than lending though. We partner with our 48 member countries to provide Latin America and the Caribbean with cutting-edge research about relevant development issues, policy advice to inform their decisions, and technical assistance to improve on the planning and execution of projects. For this, we need people who not only have the right skills, but also are passionate about improving lives.

The IDB offers a competitive benefits and compensation package.

The IDB is committed to diversity and inclusion and to providing equal opportunities in employment. We embrace diversity on the basis of gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, religion, and HIV/AIDs status. We encourage women, Afro-descendants and persons of indigenous origins to apply.