



Namibia Nature Foundation

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SENIOR ACCOUNTANT **APPLICATION INSTRUCTIONS**

Requirements: Namibian citizen or permanent resident; minimum of a Bachelor's degree in Accounting or Finance; working knowledge of Namibian Tax laws & GAPP; experience in supervising staff; at least 6 year's of work experience in the field of donor funding and project management; a working knowledge of the field of donor funding; have a high working knowledge of Microsoft application; highly detail-oriented and organised; ability to plan and organise own work to meet a stream of deadlines; a high degree of competencies in the use of computerized accounting systems such as ACCpac, but be able to adapt to new systems; good command of written and spoken English; a readiness to work with people with a widely different believe system and personal circumstances, enthusiasm and flexibility, a punctual and reliable attitude.

Your application must be addressed to Jessica@nnf.org.na and submitted no later than 17:00 on Monday the 27th of September.

You must title your email in the subject line – Senior Accountant 2021

Your application should consist of a motivation letter of no more than 2 pages outlining why you are the person for the job and also contain a concise CV.

Other documents may be requested at the shortlisting stage. Please note that due to the high number of applications, only shortlisted candidates will be contacted.

For candidate dropping their applications physically, ensure that you have placed your application documents into the right application box at the NNF Head Office in Windhoek

PLEASE NOTE: FAILURE TO FOLLOW THESE INSTRUCTIONS MAY INVALIDATE YOUR APPLICATION



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