
NRC in Syria

NRC is in Syria to support people affected by forced displacement (IDPs, returnees, host community etc.) so that they can have access to timely and effective assistance, to cope with the crisis and when the crisis ends return and rebuild their lives. Since the start of its activities in mid-2016 in Syria, NRC has reached with humanitarian assistance to more than **600,000 people** particularly in the Governorates of Damascus, Aleppo, Qoneitra, Dara'a, Hama, Hassake and Rif Damascus, out of which more than 152,000 people reached in 2020 with the provision of more than 255,000 services and moving forward to reach more during 2021.

NRC will continue to apply an integrated programming approach, where Education, capacity building, Shelter/WASH, and Food Security and Livelihoods (FSL) programmes work jointly to enable displacement-affected populations to meet their basic needs, enjoy their rights, and benefit from pathways to durable solutions.

Role Specific Information

The Finance officer is a member of the Finance team in the Area office. The Finance department is responsible for handling the accounting, payments and financial management of the area office in a highly challenging and volatile context.

Generic responsibilities

- Ensure adherence to Financial Handbook, other NRC policies and donor requirements
- Implement NRC's financial systems, routines and procedures
- Contribute to coordination with relevant partners, suppliers, authorities and other stakeholders.
- Ensure proper filing of all supporting documents.
- Provide regular analysis and reports
- Implement anti-corruption policy
- Ensure NRC's related activities are implemented in accordance with NRC Safe and Inclusive Programming (SIP) guidelines, policies and Syria-specific explanatory notes.
- Report any breaches/concerns, in a confidential manner, through NRC SCO reporting channels.
Promote and secure a safe working environment for reporting concerns/breaches, and that all cases reported are processed in a confidential and sensitive manner

Our Ideal Candidate:

1. Professional competencies

Generic professional competencies:

- At Least Three-year' experience in a Finance Role as Sr. Accountant, Chief accountant, Finance officer.
- Bachelor Degree in Accounting, or finance-related fields.
- Proficiency in Arabic. Very good level of English written and spoken.

Context/ Specific skills, knowledge and experience:

- Advanced Excel Skills.
- Knowledge of accounting systems will be an asset.
- Previous experience in INGO

2. Behavioral competencies

- Handling insecure/changing environment
- Communicating with impact and respect
- Managing resources to optimize results
- Planning and delivering
- Analyzing

What we offer:

- Duty station: NES (Al Hassakah), Syria.
- Contract: Till the end of June 2026. Renewal based on funding and performance.
- Salary/benefits: According to the NRC's salary scale and terms and conditions

IMPORTANT Considerations:

- This position is open to **Internal and External candidates**; however, **Qualified internal candidates will be prioritized.**"
- Application deadline is **7 December 2025**.
- Candidates who do not provide complete, detailed information in the online application form may not be considered.

To apply for this Vacancy, please copy the link below:

https://23109900.webcruiter.no/Main/Recruit/Public/5046663564?link_source_id=0