

## **Farmer common sense in business**

**For inspiring and creative professionals  
with a passion for cooperatives  
focused on impact**

We are Agriterra, a Dutch agri-agency that provides business development services to ambitious cooperatives and farmer organisations in developing and emerging economies. We assist them with advice and training through locally based business advisors and by deploying practitioners from the Dutch and international farmer organisations and (cooperative) companies; the so-called Agripool experts. We apply a three-track approach: we make cooperatives bankable and create real farmer-led companies, we support organisations to improve extension services to their members and we enhance farmer-government dialogues. Our advisory practice covers the full range of services on Management & Organisation, Financial Management, Governance, Business Development and Lobby & Advocacy.

Agriterra has local offices in 17 countries. We work with self-steering teams, so our employees are challenged to use every bit of determination, creativity and strategy to achieve our compelling goals. Being a self-steering organisation makes Agriterra an inspiring and challenging environment for professional growth and development.

Agriterra has an annual turnover of approximately 15 million euros, is ISO certified and has over 130 employees, both in the Netherlands and abroad. For more information, visit our website [www.agriterra.org](http://www.agriterra.org)

### **Analyst financial administration 36 hrs**

Location: Arnhem – The Netherlands

In the coming weeks Agriterra will start working on a specific EU project that requires us to maintain a solid administration on the project expenditures and available budget. We are recruiting an analyst financial administration who will mainly work on this project.

As the analyst financial administration you will ensure that all transfers are correctly administered in the available systems, which means that your accounting qualities are excellent. You will process and analyse all data and report regularly (in English) on components such as financial data on project planning and realisation, overview of donor contribution and exhaustion of budgets.

You work careful and accurate and ensure a reliable and up-to-date financial administration of the project. You are a team player with a positive critical attitude, also with regard to your own work and you communicate easily with involved parties.

You will work in a team of analysts together with the senior analyst financial administration and under the responsibility of the manager operations.

### Activities

- you analyse data concerning the project and report on project planning and realisation
- you keep track and provide overviews of expenditures related to the budget
- you process and check invoices and bank details
- you coordinate your work with the senior analyst for the correct and timely delivery and processing of financial data
- you inform your team and the senior analyst about identified problems and provide solutions.

### What do you offer?

- at least MBO4 Business administration level
- appropriate training in financial administration
- excellent computer skills, especially Excel and accounting programs
- experience in project management and data analysis
- knowledge of the Dutch and English language, and basic knowledge of Spanish or French
- available for 36 hours
- accurate administration skills with an eye for detail

### What do we have to offer

The analyst financial administration works independently within frameworks and working arrangements, and coordinates with other internally involved parties. He or she acts as the first point of contact regarding the assigned activities within the financial administration.

Agriterra operates in dynamic international markets and in close cooperation with the agricultural business sector. At Agriterra, the work environment is collegial and ambitious, and the focus is on achieving impact. As analyst financial administration, you will report to the manager operations.

The salary depends on experience and ranges between € 2.544 and 3.624.

In addition, 8% vacation allowance and an end-of-year bonus will be paid. Agriterra offers a contract for a year with the possibility of extension.

### Are you interested?

Are you interested in this position and do you fit the profile? Apply before 1 April 2019, with a cover letter and curriculum vitae, by sending an e-mail to [vacature@agriterra.org](mailto:vacature@agriterra.org), to the attention of Ms J.P.M. Levelink, manager operations, with reference code AG1119. If you require further information, you can also contact her by sending an e-mail.