



## VACANCY

### POST OF FINANCE MANAGER

**Women in Need (WIN)** is a leading non-governmental organization in Sri Lanka with its Head Office based in Colombo and Regional Offices in several districts across the island. WIN is dedicated to addressing issues of sexual and gender-based violence (SGBV) faced particularly by women and girls in Sri Lanka. We are seeking a **dedicated and experienced Finance Manager** to join our team and contribute to our mission of building a safe and equal society.

#### Key Responsibilities:

- Oversee day-to-day financial operations, budgeting, and reporting
- Manage donor fund tracking, project-based accounting, and compliance
- Prepare monthly, quarterly, and annual financial reports
- Ensure internal controls, regulatory compliance, and financial integrity
- Liaise with auditors, donors, banks, and government authorities
- Lead and mentor the finance team
- Overall in charge of handling all functions in the finance dept including project activities and supervision of finance dept staff of the Organization

#### Qualifications & Experience:

- Bachelor's degree in finance, Accounting, or a related field is a must
- Professional qualifications such as CMA, ACCA, CA, CIMA, or AAT (part qualification is acceptable)
- Minimum **3–5 years** of experience in a similar finance role, preferably in the NGO or non-profit sector
- Strong knowledge of financial systems, donor reporting, and project budgets
- Excellent Communication, Analytical & Leadership skills
- Familiarity with accounting software (**QUICK BOOKS**) and **MS Office (Excel a must)**
- Should be prepared to remain in the organization for at least 2 - 3 years

#### Application Process:

Interested applicants must submit the following by **02nd APRIL 2026** to [applications@winsl.net](mailto:applications@winsl.net) with the subject line: **Application for Finance Manager**

1. **CV:** Detailing relevant experience and qualifications
2. **Cover Letter:** Explaining their suitability for the position
3. **Professional References:** Contact information for two references