

VACANCY ANNOUNCEMENT

Reference #	105/09/2026/FM/PFT/New Delhi
Project	Project Finance Team – Service Unit
Position	Finance Manager
Band	4
Location	New Delhi
To apply click on the link: https://www.giz-jobs.com/india/ Documents to be submitted: • CV and a statement of suitability for this position • A maximum of 2 pages note on any one of the topics given below: ➤ What is the difference between service contract and grant? Or ➤ Where do you see differences in financial accounting for private and public sectors and what do you regard as main challenges? Last Date of Application: 7th October 2026	

A. About GIZ India

For details, click on: <https://www.giz.de/en/worldwide/368.html>

B. Project Background

GIZ Country Office Delhi is the central element of GIZ's field structure in India. It ensures consistent representation of the company and its successful positioning as a service provider for Indo-German Development Cooperation. The GIZ Country Office India provides human resources and administrative support services for technical cooperation programs and projects in India.

As outlined in our vision, we work to shape a future worth living around the world. To achieve this vision, Indo-German bilateral cooperation has been ongoing for over 60 years and currently works in the thematic areas of energy, environment and climate, urban development, skill development and several related areas. GIZ is implementing more than 50 projects on behalf of German Government clients with more than 20 Government of India Ministries and State Governments. The organization of all projects is currently structured in four thematic clusters.

Our internal Project Finance Team (PFT) is based in New Delhi and supports all project directors and cluster coordinators in their daily requests, monthly reporting and various forecasts. We also offer advisory support for various service contracts with external consultants and grants to Indian and international NGOs. From 2026 onwards, we work with SAP S4/Hana.

C. Responsibilities

- **Advisory Services:** Provide timely, accurate financial data and advice to the Program Director/Cluster Coordinator and team for planning and decisions.
- **Financial management:** Ensure effective financial management in full compliance with GIZ Processes and Rules (P+R), considering relevant German taxation and tender laws for public funds.

- Grant Management: Advise on grants to Indian/international NGOs and, to a lesser extent, on service contracts with external consultants (incl. receivables management).
- Quality Assurance/ Compliance: Continuously check and ensure that Indian Financial Management complies with GIZ' standards, Orientation and Rules.

D. Core scope of tasks:
Advisory Services

- Financial planning, monitoring, variance analysis; flag risks and propose mitigations.
- Compliance and internal controls; documentation; close audit/internal control findings.
- Review partner budgets and financial reports; verify eligibility and evidence; advise on procurement compliance.
- Coordinate audit responses with Country office/HQ interfaces.

Financial Management

- Support in preparing initial calculations for new programs and change offers of ongoing development programs and development of private sector partnerships.
- Oversee financial prognoses for all programs and document the logic.
- Monitor and update program annual expenditures, monthly cash flows using the expenditure planning tools in Excel and SAP S4-Hana.
- Cost and Commission Value Monitoring throughout the program life cycle, using the various GIZ and S4-Hana tools.
- Ensure accurate reporting of vouchers according to cost and outputs of activities, in line with the program's budgeting.
- Prepare periodic financial reports (quarterly, bi-annual and annual) for respective German commissioners (BMZ, BMUKN, BMWF, etc.) / co-financers (EU, BMFG, etc.), using the GIZ / co-financer's financial reporting templates, as applicable.
- financial support for service contracts with respect to obligations / receivable management, forecasts, financial statements, payments and cash flows.
- Coordinate the financial closures of program (incl. transfer of assets and checking data upload).
- Support audits (internal/external) and coordination with the GIZ Country Office and Headquarters.
- Support financial/output reporting and monitoring of co-funded projects with third-party donors in India (e.g. EU, GCF, SDC/DEZA).

Grant Management

- Support projects in the financial finalization of financing contracts (e.g. budgeting, financial contact with recipient, due diligence).
- Monitor advance requests and financial statement of financing and grant agreements.
- Coordinate with GIZ Head Office and external auditors on accounting related matters for financing (grant) agreements.
- Monitor FCRA changes and transfer to milestones evaluation and mitigation measures.

Quality Assurance/ Compliance

- Continuously check and ensure that Indian Financial Management complies with GIZ' standards, Orientation and Rules (P+R) and to some extent also considering German taxation and tender laws for public funds.
- Review and check the correctness of monthly third-party receivables (TPR), liabilities, cost / income reports, time sheets, rentals, etc.
- Initiate necessary re-bookings to ensure quality check.

- Support program before, during and after internal and external financial audits, including co-financing.
- Liaise with Financial Advisory Services Department in HQ.

Other duties/additional tasks:

- Provide necessary information to the Head of Controlling for various financial deadlines.
- Build capacity and support program staff on management of S4-Hana Operations.

D. Required Qualifications, Experience and Competencies

- 5 years of professional working experience in a similar position.
- Experience in working with bi- and multilateral donors will be an added advantage.
- University degree in relevant specialisation (finance, business, accounting, etc)
- Qualification in business administration (MBA) in finance is desirable.
- Digital literacy in IT tools and ERP software (SAP, S4).

E. Location: New Delhi

F. Duration of the contract: 1 year (extendable)

Application without GIZ application form will not be considered

- *Only shortlisted candidates will be contacted.*
- *GIZ supports Work-Life Balance.*
- *GIZ promotes Gender Diversity – Applications from women professionals are encouraged.*
- *Please note that those individuals who have completed a consultancy assignment with GIZ in less than 6 months prior to the intended start date for this position will not be shortlisted due to organisational policy.*

Disclaimer: As per GIZ's data confidentiality policy, candidate's application is stored in our database for six months and is deleted thereafter.