



**INTERNATIONAL INSTITUTE OF TROPICAL AGRICULTURE (IITA)
INTERNAL & EXTERNAL
ADVERTISEMENT**

<i>Ref.</i> IITA-HR-NRS2016-048	<i>Position Title:</i> Accountant
<i>Location:</i> Ibadan	<i>Recruitment Type:</i> National (3-year renewable contract)
<i>Date Posted:</i> 24 th November 2016	<i>Closing Date:</i> 8 th December 2016

The International Institute of Tropical Agriculture seeks suitable Nigerian for the positions below at the Institute's Headquarters, Ibadan.

Position	Responsibilities	Qualification
Accountant Ref. IITA-HR-NRS2016-048B	Successful candidate will among other things perform the following duties: <ul style="list-style-type: none"> • Report and check charges on OPD • Follow up on issued cheques and direct transfer charged to oracle; • Check audit report, House Account, City ledger and outstanding credits • Monitor sales forecast and conduct reconciliation of clients/long term guests accounts; • Coordinate group events and verification of pro-forma invoice with actual transaction; • Analyze long term guest bill; • Submit monthly report based on Hotsoft report; • Perform any other duties as may be assigned by the supervisor. 	HND/BSc in Accounting, Banking & Finance or related field with 2 years' experience performing same role. Competencies The ideal candidate must: <ul style="list-style-type: none"> • Be a good team player. • Be able to work under pressure. • Be computer literate.

REMUNERATION:

We offer highly competitive salary with equally attractive benefits and excellent working conditions in a pleasant campus environment.

METHOD OF APPLICATION:

Interested applicants should complete the online application attaching detailed curriculum vitae and cover letter saved with their names in Microsoft word format to IITA website: <http://www.iita.org/careers> no later than Two Weeks from the date of this publication. The application must include the names and e-mail addresses of three professional referees which must include the applicant's current or previous direct Supervisor, professional colleague and evidence of current remuneration package.

IITA is an equal opportunity employer and particularly welcomes applications from female candidates.