



Open Position: Finance Manager, Program Reporting

Call for Applications

About Impact Investment Exchange (IIX):

[IIX](#) is the pioneer in the impact investing movement and a global leader in sustainability. We have transformed the financial system so that women, the environment and underserved communities are finally given a value and a voice in the global market. Over the past decade, we have built the world's largest crowdfunding platform for impact investing ([Impact Partners](#)), operated award-winning enterprise technical assistance programs such as [IIX ACTS](#), created innovative financial products such as the [Women's Livelihood Bond™ Series](#) and established an [Impact Institute](#) and [Research & Advisory](#) to build the sustainable investing market. To date, our work has spanned **57 countries**, unlocked **US\$295 million** of private-sector capital, positively impacted over **159 million** direct and household lives, and avoided over 1.83 million tons of carbon. The foundation of IIX's work is [IIX Values™](#), an innovative impact verification solution for every organization, which effectively measures the social and environmental impact of an investment and gives value to the voices of the underserved. In 2022, IIX launched the [Orange Bond Initiative™](#) to unlock \$10 billion in the capital markets by 2030 and impact 100 million women in the last mile. The recent issuance of the [Women's Livelihood Bond™ 5](#) is now officially listed on the Singapore Exchange (SGX) as the world's first Orange Bond. IIX's numerous awards for its work include the Oslo Business for Peace Award, the P4G State-of-the-art Partnership award, the UN Global Climate Action Award and most recently the Environmental Finance's Award for Innovation.

For more information about IIX, please visit www.iixglobal.com.

About a career with IIX:

You will join a highly effective team that provides you with an un-paralleled hands-on exposure to the Impact Investing and Social Finance space. You thrive in tackling development issues and excel in creating solutions using structured strategies and unprecedented programs that address and solve the world's most pressing problems, from food security to inclusive finance to clean energy. You aim to become a global development leader who has a passion for international development and to get involved in work that makes a difference.

When you join IIX, you embark on a rewarding career where we are heavily invested in your professional development, as we will build on your strengths and help you gain new skills with training, coaching, encouragement and guiding you in the right direction. It is a value addition to advance your career, providing you invaluable exposure to the rapidly growing impact investing space.

To be a successful member of the IIX team, you should exhibit PREM:

- **Passionate:** Commitment to social finance and impact investing as a path to unlock society's potential to effect social change is essential for a happy and successful tenure at IIX.
- **Resilient:** Similar to our enterprises working in emerging markets, our IIX team members have strong mental and emotional fortitude and are able to recover quickly from difficulties or setbacks. We look for people with an adaptable and positive attitude and strong sense of self-worth, which enables them to move forward and continue to strive for their goals even in the face of adversity.

- **Equitable:** At IIX, we manage toward impact maximization and produce measurable and transparent returns – both social and financial. These results strengthen the ecosystem and transform existing realities by helping impact enterprises magnify their impact and scale. We are fair and impartial in our actions and ensure that we make objective and unbiased decisions based on facts and impact.

- **Maverick:** While IIX is a seasoned stakeholder in the impact enterprise and impact investing space in Asia, we pride ourselves on creating new opportunities. We look for people with an independent and unorthodox approach to thinking and behaving. If you are someone who is non-conformist, innovative, and independent, often going against the grain, does not like following the crowd and is not afraid to express your own opinions, we want you.

Some of our clients include foundations such as the Rockefeller Foundation and Bank of America-Merrill Lynch Foundation, corporations such as Standard Chartered Bank and KKR, international non-profits such as Oxfam and World Vision, multilateral institutions such as the Asian Development Bank, UN Agencies such as UNDP, and government agencies such as USAID and Sida.

Duties and Responsibilities:

IIX is seeking a Finance Manager to oversee the financial reporting and administration of various donor programs managed by IIX. The Finance Manager will assist in preparing the accounting records analyze financial data and ensure compliance with the relevant reporting requirements for both management and donors.

Key Responsibilities:

- Preparing/reviewing the accounting transactions for monthly and yearly program reporting, ensuring completeness and accuracy.
- Preparing the necessary reports and documentation for periodical financial reporting to stakeholders, including donors, governmental bodies and program managers.
- Managing the program budget, monitor the expenditures for variance analyses and identify financial/ compliance risk facing grants.
- Ensure donor program regulations are adhered to.
- Review grant procurement requests.
- Liaising with auditors for program audits, if required.

Qualifications:

- Degree in Accountancy or equivalent.
- Minimum 8 years experience in accounting and financial reporting, preferable in a international non-governmental organization.
- Knowledge and familiarity with governmental developmental grant schemes and cost allocation reporting and analysis is a must.
- Meticulous, organised and good attention to details.
- Ability to act independently and execute sound judgment.
- Able to work independently and possesses strong analytical and interpersonal skills.
- Strong MS Office, especially MS Excel skills.
- Have worked or studied overseas will be an advantage.

Start Date: Immediate

Submission: Please submit a cover letter and a resume to apply-104bd1c80a79@iix-global.breezy-mail.com ; Qualified candidates will be considered and contacted by a member of the IIX team for interviews and discuss your skills, interest and experiences. IIX is an equal opportunity employer.