

ASSISTANT ACCOUNTANT

The Common Fund for Commodities (CFC) is an UN-affiliated international financial institution with 101 Member States, dedicated to reducing commodity dependence and alleviating poverty among smallholders, workers, and vulnerable communities. The Fund provides impact financing to SMEs, cooperatives, and producer organizations across the developing world and is currently expanding its mission through new instruments such as the Agricultural Commodity Transformation (ACT) Fund.

The Assistant Accountant, reporting to the Head of Accounting and Administration is responsible for maintaining the accounting system (AFAS PROFIT), analysis of accounts to ensure accuracy and completeness of information as well as for the compilation of monthly payroll.

The ideal candidate will bring at least 6 years of progressively responsible experience in accounting, preferably in an international / governmental or not for profit organization. An empathetic understanding of the challenges faced by people living in poverty, combined with an awareness of climate-related risks and environmental issues affecting developing economies, would be highly advantageous.

This is a full-time position based in Amsterdam. Remuneration is at the ICSC G-6 level with an initial fixed term appointment of two years. The CFC offers an attractive compensation package, including a tax-exempt salary and additional benefits as well as the opportunity for professional growth and development.

DUTIES, RESPONSIBILITIES AND ACCOUNTABILITIES

The Assistant Accountant will work as part of the Accounting and Administration function and be responsible for supporting the Head of Accounting and Administration in managing financial resources, coordination of a multi-currency financial accounting system and preparation of monthly / annual reports. Their duties will include but not be limited to:

- Maintenance of the accounting system (AFAS PROFIT) and analysing accounts to ensure accuracy and completeness of information
- Recording and reconciling financial transactions.
- Computation of monthly tax-exempt payroll
- Preparation of quarterly VAT returns
- Analyse and explain variances or unusual results
- Assistance in the preparation of 3 sets of IFRS annual financial statements, including income statements, balance sheets and cash flow statements.
- Assisting with the audit
- Liaising with the Treasury team to ensure that the general ledger aligns to the Treasury system.
- Assisting with financial matters at the meetings of the organisation's governance committees
- Assisting with annual budget preparation and forecasting.
- Controlling expenditures and aligning to approved budgets

COMPETENCIES

Communication and teamwork. Demonstrates openness and keeps others informed, values ideas of others and learns from them. This role requires strong collaboration with peers and stakeholders to advance innovative ideas and technologies along the value chain.

Core commitment to good governance and ethical business practices. The successful candidate will have experience in best practices in diligence and governance.

Professionalism. Conscientious and efficient in meeting commitments, observing deadlines and achieving results; motivated by professional rather than personal concerns.

SELECTION CRITERIA

- Completion of high school education and a professional qualification in Accounting.
- A minimum of 6 years of relevant experience
- Hands-on experience with accounting software like AFAS Profit.
- Demonstrated maturity, tact, discretion, and sound judgement, with the ability to handle sensitive information and situations with confidentiality and professionalism.
- Result oriented, strong team player with excellent client service orientation and openness to feedback and new ideas, contributes to a good working environment.
- Excellent drafting and presentation and communication skills with cultural sensitivity.
- Excellent command of written and spoken English. Working knowledge of Dutch would be an advantage.
- It is important to note that the CFC can only employ nationals from its Member States. For a full list of Member States please refer to the “About” section of the CFC website.

TO APPLY

Applicants should complete [this short form](#) and send a brief cover letter (max 500 words) and concise curriculum vitae, in English, to recruitment@common-fund.org, **including their FULL name and Vacancy Ref (2025-08) in the email subject heading.**

The closing date for applications is 18:00hrs (CET) on Friday 02 January 2026.

ADDITIONAL INFORMATION

Due to the anticipated number of applicants for this opportunity the CFC reserves the right to close this opportunity once sufficient applications are received, contact will be made with shortlisted candidates only.

The CFC may use secure digital tools, including AI-assisted systems, to support the initial analysis of application materials. These tools do not make decisions on eligibility or selection; all recruitment decisions are made by CFC staff. All personal data is processed confidentially and in accordance with applicable data protection standards for international organizations.