



Va.No.PNCC2024.03

# Vacancy Announcement

It is the policy of Palau National Communications Corporation (PNCC) that qualified Republic of Palau Citizens be given **EQUAL EMPLOYMENT OPPORTUNITY** for employment consideration, with other country nationals utilized in positions for which qualified Republic of Palau Citizens are not available.

<b>Open Date:</b> March 04, 2024	<b>Close Date:</b> Until filled
<b>Position Title</b>	<b>RUS PROJECT ACCOUNTANT "FULL TIME CONTRACTUAL EMPLOYMENT"</b>
<b>Salary Range</b>	<b>Commensurate with Experience</b>

## DUTIES SUMMARY:

Palau National Communications Corporation, the leading telecommunications provider in Palau, is seeking a seasoned Project Accountant. This role is pivotal in managing and overseeing the financial aspects of our nationwide Fibre to the Premises rollout. The successful candidate will be responsible for financial planning, reporting, and compliance for this project.

## KEY DUTIES AND RESPONSIBILITIES:

- **Financial Planning and Analysis:** Develop and manage the project budget, including forecasting, variance analysis, and cost control measures.
- **Funding Compliance:** Ensure adherence to RUS funding guidelines and requirements, maintaining impeccable records and reporting standards.
- **Accounting Management:** Oversee all accounting operations related to the project, including but not limited to, general ledger management, accounts payable/receivable, and payroll.
- **Reporting and Documentation:** Prepare accurate and timely financial reports, including monthly, quarterly, and annual statements, ensuring transparency and clarity in financial communication.
- **Audit Coordination:** Liaise with internal and external auditors, facilitating comprehensive audits and implementing recommendations.
- **Risk Management:** Identify and mitigate financial risks associated with the project, advising on potential financial implications and strategies.
- **Stakeholder Engagement:** Act as the primary financial liaison with internal teams, external partners, and funding bodies, ensuring effective communication and alignment of financial goals and objectives.

- **Strategic Financial Leadership:** Develop and implement strategic financial plans and models in alignment with the project's objectives and company's long-term goals.
- **Cash Flow Management:** Monitor and manage the project's cash flow, ensuring optimal utilization of funds and financial sustainability throughout the project lifecycle.
- **Contractual Financial Oversight:** Oversee the financial aspects of contracts and agreements with suppliers, contractors, and other third parties. Ensure that all financial transactions and commitments are in line with project budgets and forecasts.
- **Cost-Benefit Analysis:** Conduct thorough cost-benefit analyses for project decisions. Provide recommendations based on financial insights and impact assessments.
- **Investment Appraisal:** Evaluate potential investments and expenditures, assessing their financial viability and alignment with project objectives.
- **Regulatory Compliance:** Stay abreast of changes in financial regulations and standards, ensuring that the project remains compliant with all relevant financial laws and guidelines.
- **Financial Systems and Processes:** Develop and enhance financial systems and processes for greater efficiency and accuracy. Implement best practices in financial management tailored to project needs.
- **Performance Metrics and KPIs:** Establish and monitor financial performance metrics and KPIs. Provide regular updates to senior management and stakeholders on the financial status and progress of the project.
- **Training and Team Development:** Mentor and develop the project's finance team, enhancing their skills and knowledge in project accounting and financial management.
- **Cross-Functional Collaboration:** Work closely with other departments, such as procurement, operations, and IT, to ensure a cohesive approach to project management and alignment of financial strategies with overall project goals.
- **Sustainability and Environmental Compliance:** Ensure that financial planning and decisions take into account sustainability practices and environmental compliance, particularly in relation to infrastructure and technology deployment.

## **QUALIFICATION REQUIREMENTS**

### **EDUCATION AND EXPERIENCE:**

- Bachelor's or Master's degree in Accounting, Finance, or a related field.
- At least 5 years of experience in project accounting or financial management, preferably in telecommunications or large-scale infrastructure projects.
- Professional accounting certification (CPA, CMA, or equivalent) is highly desirable.
- In-depth knowledge of accounting principles (US GAAP/IFRS) and experience with large ERP systems.
- Strong analytical skills and proficiency in financial software and Microsoft Office Suite.
- Exceptional communication and interpersonal skills, with the ability to engage effectively with diverse stakeholders.

**What We Offer:**

- A dynamic role at the forefront of transforming Palau's telecommunications landscape.
- Competitive salary and benefits package.
- Opportunities for professional growth and development in a supportive and forward-thinking environment.

Join us in this exciting journey to connect Palau with cutting-edge fibre optic technology, driving innovation and enhancing connectivity for our communities.

**HOW TO APPLY:**

EMPLOYMENT APPLICATION FORMS ARE AVAILABLE AT THE PNCC HUMAN RESOURCES OFFICE LOCATED IN NGERUSAR, AIRAI STATE AND THE PNCC KOROR BUSINESS OFFICE (KBO) LOCATED IN DOWNTOWN KOROR ACROSS FORMER PALAU NATIONAL CONGRESS BUILDING OR SEND RESUMES TO THE FOLLOWING ADDRESS:

HUMAN RESOURCES OFFICE  
PALAU NATIONAL COMMUNICATIONS CORPORATION  
P.O. BOX 99 – ONE AIRPORT ROAD  
KOROR, REPUBLIC OF PALAU 96940  
EMAIL: [mchin@pnccpalau.com](mailto:mchin@pnccpalau.com)