SOGESART

TERMS OF REFERENCE (TOR)

Accountant

Type of Contract: Indefinite term

Background

The Sambangalou Energy and Transmission Network Management Company (SOGESART) is an inter-State public company of the Gambia River Basin Development Organisation (OMVG). It is responsible for the management, operation, maintenance and optimisation of the hydroelectric facilities and transmission network infrastructure forming part of the assets of the OMVG Energy Project.

SOGESART was established on 29 January 2016 in Addis Ababa, Ethiopia, by the OMVG Member States (The Gambia, Guinea, Guinea-Bissau and Senegal). The Company became operational in June 2025 following the appointment of its governing bodies.

SOGESART's operational success depends on the effective structuring of its human resources and internal organisation. In this regard, its three-year recruitment plan is being implemented in a phased manner to support its deployment and operational effectiveness. It is within this framework that SOGESART is recruiting an Accountant.

Reporting Line

The Accountant shall report to the Head of the Company's Accounting Division.

Key Duties and Responsibilities

The Accountant shall be responsible for ensuring that the Company's accounts are maintained accurately, comprehensively and reliably, in accordance with the applicable accounting standards, internal procedures and the requirements of technical and financial partners. He/She shall contribute to the production of high-quality financial information, budget execution monitoring, the safeguarding of accounting operations and the preparation of financial statements.

In this capacity, the successful candidate shall, in particular:

- Record accounting transactions in the appropriate journals in accordance with established procedures;
- Maintain and regularly update the general ledger and subsidiary accounts;
- Verify the accuracy of accounting supporting documents before recording transactions;
- Review invoices, payment requests and other supporting documentation;
- Maintain the accounting records of fixed assets and ensure that the relevant registers are kept up to date;

- Participate in monthly, quarterly and annual closing activities;
- Monitor bank transactions and cash movements;
- Manage petty cash in accordance with internal procedures;
- Prepare periodic bank reconciliations;
- Monitor cash availability and report any irregularities;
- Assist in monitoring budget expenditure execution;
- Verify the budget allocation of accounting transactions;
- Contribute to the preparation of budget execution reports;
- Provide the information required for management control purposes;
- Comply with accounting and financial procedures and internal control systems;
- Apply the Company's accounting rules and procedures;
- Participate in internal and external audit assignments;
- Prepare the supporting documentation required during control and audit missions;
- Contribute to the implementation of auditors' recommendations;
- Participate in the preparation of periodic accounting and financial statements;
- Prepare monthly accounting statements;
- Contribute to the preparation of financial reports for Management and technical and financial partners;
- Produce the accounting information required to support decision-making;
- Ensure the filing, safekeeping and archiving of accounting records;
- Ensure the traceability of supporting documentation;
- Ensure the availability of accounting documents in the event of an inspection or audit.
- Perform any other duties within the scope of the position as assigned by management.

Required skills and qualifications

Candidates must possess:

- At least a Bachelor's degree (Bachelor's or equivalent) in Accounting, Finance, Financial Management or a related field;
- At least five (5) years of relevant professional experience in accounting or financial management;
- Experience in maintaining the accounts of a company, public institution or international organisation;
- Experience in the energy or infrastructure sector would be an advantage;
- Sound knowledge of general and cost accounting;
- Good knowledge of SYSCOHADA accounting standards;
- Good knowledge of accounting and financial procedures;
- Knowledge of internal control and audit procedures;
- Proficiency in accounting software and standard office applications (particularly Excel and Word);
- Good ability to prepare financial statements and reports;
- Excellent organisational, analytical and reporting skills;
- Excellent command of at least one of the official languages of OMVG (English, French or Portuguese); proficiency in a second official language will be considered an asset;
- Integrity and professional ethics;

- Rigour and organisational skills;
- Discretion and respect for confidentiality;
- Sense of responsibility;
- Team spirit;
- Responsiveness and ability to meet deadlines;
- Strong attention to detail and commitment to the quality of financial information;
- Ability to work in a multicultural environment.

Other Applicable Conditions

Candidates must:

- Be nationals of an OMVG Member State;
- Be no more than fifty-five (55) years of age;
- Be capable of working in a multicultural and multidisciplinary environment;
- Be willing to undertake missions within the Member States of the Organisation.

SOGESART is an equal opportunity employer and strongly encourages applications from qualified women.

Duty Station

The position is based at the SOGESART Headquarters, located in Kaporo Centre, Commune de Ratoma, Conakry, Republic of Guinea. As part of the Company's future development, the successful candidate may be assigned, on either a temporary or permanent basis, to any subsidiary or entity that SOGESART may establish in the Republic of Guinea or in any other OMVG Member State, in accordance with the provisions governing SOGESART staff and, where applicable, by an amendment to the employment contract.

Application file

Applications shall include:

- A cover letter;
- A detailed curriculum vitae (maximum three pages);
- Certified true copies of academic qualifications and employment certificates;
- A certified true copy of a valid passport or national identity card;
- One (1) recent passport-sized photograph;
- the contact details of three (3) professional referees.

Submission and Closing Date

Applications must be submitted by e-mail no later than **6 September 2026** to: **recrutements_sogesart@omvg.org** with the subject line: "Application – Accountant (SOGESART – Conakry)"

Only shortlisted candidates will be contacted.

SOGESART reserves the right not to proceed with this recruitment process or to amend it without prior notice or justification.