



Millennium Challenge Account Belize

WE ARE
HIRING

JOIN OUR TEAM

Q OPEN POSITION

Specialist, Financial

DEADLINE

FRIDAY, FEBRUARY 20, 2026

APPLY NOW

To submit applications, please email hr@mcabelize.gov.bz. The following documents should accompany your application:

-  Curriculum vitae
-  Cover letter confirming interest and availability.
-  Soft copies of higher education and/or professional certificates.
-  3 Professional references' contact information.

EMPOWERING MINDS, ENERGIZING BELIZE

About MCA-Belize & the Belize Compact

The Government of Belize (GoB) and the Millennium Challenge Corporation (MCC) signed a US\$125M grant agreement on September 4, 2024. MCC is a U.S. government agency focused on assisting countries and is dedicated to good governance, economic freedom, and investing in people. The goal of the Compact is to reduce poverty through economic growth in Belize by implementing an Education project and an Energy Project. The Compact is expected to enter into force in 2026 and be implemented over five years. The Parliament of Belize established an independent executing agency called the Millennium Challenge Account Belize (MCA-Belize) to undertake the rights, obligations, and responsibilities of the Government of Belize under the Compact. The MCA Belize is located in Belize City.

Only applications received through the email above will be considered. Any application received through any other channels will not be considered.

Only shortlisted applicants will be contacted for interviews.

NOW HIRING!

SPECIALIST, FINANCIAL



POSITION OBJECTIVE

The Financial Specialist, under the supervision of the Director, Finance and Administration, is responsible for examining the daily execution of accounting and finance transactions, monitoring banking information, serving a facilitating role in budget management, and serving as a focal point for the preparation of budgeting and auditing activities.

COMPENSATION

The basic salary for this position is between \$4,803.00 and \$6,533.00 BZD per month. Qualified candidates will be offered the minimum of the pay band, with opportunities to advance within the pay band based on performance. In exceptional cases, a candidate may be placed above the minimum based on prior experience and salary history, in compliance with MCA HR Policy. MCA-Belize also provides comprehensive benefits, including an allowable relocation cost for a foreign resident of up to a maximum of \$5,000.00 USD. *NOTE: This position does not include expat benefits.*

RESPONSIBILITIES

- Review and verify a range of transactions, including disbursements, accounts reconciliations, transfers, budget controls, and audit for consistency and conformity with MCA-Belize and MCC guidelines, and to ensure that documentation is current and accurate to support financial reporting and audit activities.
- Reconcile banking information, records, and reports to determine any inconsistencies, and recommend remedial solutions to issues encountered to the Director, Finance and Administration.
- Train MCA-Belize staff on the proper use of accounting and forms and the accomplishment of finance and accounting transactions to ensure consistent compliance with MCA-Belize and MCC guidelines and strengthen the transparency of the budget and accounting functions.
- Monitor budgets and daily cash flow, ensuring that issues of overspend/underspend are anticipated and that remedial measures are raised to the Director, Finance and Administration.
- Prepare and organize finance and accounting documentation for budgeting, reporting, and audit activities, ensuring that information is accurate and traceable.
- Consolidate and maintain documentation on issues and best practices to support process improvement activities.
- Perform other tasks and responsibilities as requested by the Director, Finance and Administration.

REQUIRED COMPETENCIES

- Bachelor's degree in accounting, finance, or related field.
- Minimum five (5) years of progressive work experience in financial or accounting management, including experience in a program of a similar size and scope.
- Knowledge of the development environment in Belize and the challenges of program execution and coordination with government institutions.
- Strong computer skills with proficiency in the use of common Microsoft Office applications (Word, Excel, and PowerPoint)
- Familiarity with financial management systems.
- Fluency and excellent written and verbal communication skills in English.

PREFERRED COMPETENCIES

- Professional certification as a CPA or Chartered Accountant.
- Experience with large international development organizations, including international donors, NGOs, or government agencies.
- Experience in financial system design and implementation.

Applications should be submitted to hr@mcabelize.gov.bz with the subject: Vacancy - Specialist, Financial. The closing date for receiving applications is Friday, February 20, 2026

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