

Supplemental Questions – Financial Assistant

All fields below must be completed or the application will be considered incomplete

Name: _____

Email: _____

Phone: _____

Please check the boxes with your responses to the following supplemental questions and turn in as part of your application package.

1. Do you have a bachelor's degree or higher in accounting or related field?

☐ Yes

☐ No

If, yes, please choose your degree level below:

☐ Bachelor's degree

☐ Master's degree

2. Do you have Advanced proficiency working with Microsoft Office Suite 2007 and 2010?

☐ Yes

☐ No

3. Do you have a minimum of two years working experience in the accounting and financial administration field?

☐ Yes

☐ No

4. Do you have at least 3 years of work experience in a culturally diverse organization or working in international cooperation.?

☐ Yes

☐ No

5. Do you have an Excellent speaking, writing, presentation, and all-round communication skills?

☐ Yes

☐ No

6. Are you familiar with financial operations and accounting procedures.?

☐ Yes

☐ No