



# EDI Global

— A Mathematica Company —

Evidence for a brighter tomorrow



**JOB ADVERTISEMENT**

**Senior Accountant**

*Full-time staff position based in Nairobi, Kenya*

**March 2025**



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## About EDI Global

[EDI Global](#) provides world-class monitoring, evaluation, research and learning (MERL) services to a variety of international development clients in Africa. From our offices in Nairobi, Dar-es-Salaam, and London, we provide evidence and measurement services to a broad range of donors, universities, research institutes and philanthropic foundations.

Since our foundation in 2002, EDI Global has grown to become one of East Africa's most respected MERL consultancies with a strong reputation for high-quality work in assessing international development programme impacts, measuring results, and evaluating potential solutions to poverty. We work across multiple sectors and have conducted numerous research projects in agriculture, economic development, education, health, social protection and water and sanitation.

In late 2018, EDI Global became part of [Mathematica](#). Mathematica applies expertise at the intersection of data, methods, policy, and practice to address complex social challenges and improve well-being around the world. Mathematica creates and uses evidence to help bilateral and multilateral donors, government agencies, non-governmental organizations (NGOs), and philanthropic and private sector actors improve programmes, refine strategies, and advance knowledge. Over the past two decades, Mathematica has developed a large portfolio of international development work that spans more than 50 countries across Africa, Asia, Latin America, and Europe. Mathematica's work provides actionable learning to guide decision-making and improve outcomes in a range of policy areas, including health, agriculture, climate change, energy, education, and workforce development.

## Position Description

**EDI Global seeks a Senior Accountant to join our Finance/Accounting team, overseeing and performing as the lead accountant in Kenya and assisting with Finance/Accounting responsibilities across all EDI Global entities (including Kenya, Tanzania and UK).** This position is designed for an experienced professional who brings strong technical accounting skills, a proactive approach to problem-solving, and the ability to translate complex financial data into clear, actionable insights.

The Senior Accountant plays a key role in managing accounting operations, ensuring compliance with accounting standards, maintaining accurate financial records, overseeing tax and regulatory compliance, and optimizing financial processes to support all EDI entities



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growth. The role requires close collaboration with internal teams and external stakeholders to enhance EDI Global and Mathematica's reputation and mission-driven purpose.

## Position Responsibilities

- Oversee, maintain registers, and complete journal entries (JE) related to AR, AP, prepayments, fixed assets, revenue, payroll, tax, and other processes.
- Prepare and distribute client invoices.
- Analyze and prepare monthly account reconciliations of general ledger account balances.
- Prepare and analyze financial reports.
- Prepare tax returns, complete tax payments, and handle all communications with tax authorities.
- Perform accounting and tax research and provide recommendations.
- Preparation of monthly staffing analysis data.
- Preparation and analysis of monthly utilisation data.
- Undertake any other related task assigned by management.

## Position Requirements

This role will be based in Nairobi, Kenya and is open to qualified candidates with the existing legal right to live and work in Kenya.

### Qualifications & Experience

- **Education:** Master's degree preferred in a relevant field such as accounting, finance, or business administration.
- **Certification:** Certified Public Accountant.
- **Experience:** At least 7 years of progressive experience in general ledger accounting and month-end processes. Prior supervisory experience is a plus.
- **Stakeholder Engagement:** Demonstrates ability to build and maintain strong relationships with clients, partners, and key stakeholders.
- **Communication:** Excellent interpersonal, negotiation, and presentation skills.
- **Problem-Solving:** Strong analytical and decision-making abilities.



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### **Preferred Skills**

- Ability to work independently, manage multiple priorities, and meet deadlines.
- Proficiency in accounting software (QuickBooks is an added advantage) and Microsoft Excel.
- Strong knowledge of accounting standards, tax regulations, and financial reporting standards in Kenya.
- Excellent analytical, problem-solving, and attention-to-detail skills.
- Fluency in English language.
- Willingness to travel internationally.

EDI Global offers our employees competitive salaries and a benefits package which includes private health insurance. The salary offered will be commensurate with the experience of the successful candidate.

EDI Global offers a hybrid model of working with staff splitting their time between working from home and our Nairobi office in Westlands.

We take pride in our employees and in their commitment to excellence. We encourage staff to collaborate in developing creative solutions to difficult problems and to share the responsibility and enjoyment of carrying out complex projects. This collegial spirit has helped us earn our reputation for innovative and high-quality work.

EDI Global's research is more robust because it is informed by different perspectives. A greater understanding of issues and challenges facing the populations we serve strengthens our mission to improve societal well-being. Our ongoing commitment to maintaining a balanced perspective is woven into our everyday actions, policies, and practices. We are dedicated to maintaining a work environment in which everyone is treated with respect and dignity.

## **How to Apply**

If you are interested in applying for this position, please email your CV and a covering letter to [SeniorAccountantApplications@edi-global.com](mailto:SeniorAccountantApplications@edi-global.com). The closing date for applications is Monday April 14<sup>th</sup> 2025. We will review candidates on a rolling basis so encourage early applications. Please be advised that only shortlisted applicants will be contacted.