

The Ecologic Institute based in Berlin is looking – starting **as soon as possible** – for a

Head of Finance and Accounting

Our mission is to contribute to shaping a more sustainable world through science, research and policy advice. Our clients include the EU Commission, the Federal Ministry of Education and Research (BMBF), the Federal Environment Agency (UBA) and foundations. The Institute collaborates with partners both in Germany and internationally on numerous research projects.

We are looking for a new Head for our dedicated and experienced Finance Team, currently consisting of 8 colleagues in accounting, controlling, acquisition and data management, as well as one trainee. Together with the team, you will ensure that the Institute and the projects are provided with adequate management data, acting as a sparring partner to the management and thus contributing to the success of our mission!

Does that sound interesting?

If this has piqued your interest, we look forward to hearing from you – a seasoned financial expert who is passionate about sustainability and environmental protection!

Your tasks:

- ✓ Responsibility for the Institute's finances, including accounting, payment transactions, liquidity planning, project controlling, and annual financial statements
- ✓ Management and further development of the Finance Team
- ✓ Strategic development of the Institute's business model
- ✓ Optimization of processes and systems, with a particular focus on data management
- ✓ Advising the management by providing business analyses and business recommendations
- ✓ Direct reporting line to the management and contact person for the shareholders, the scientific staff, and the service team leaders in all financial matters
- ✓ Representation of the finance department vis-à-vis third parties (auditors, tax consultants, banks, clients)

Your profile:

- ✓ Degree in business administration or a comparable field
- ✓ Several years of experience in finance, ideally in a non-profit organization or research institution
- ✓ Sound understanding of accounting (including HGB), cost accounting, financial analysis and budgeting, ideally in a non-profit organization or research institution.
- ✓ Experience in companies which have to prepare a balance sheet or auditing experience and knowledge of cost accounting are an advantage
- ✓ Several years of management and leadership experience in the area of finance

Ecologic Institute

Ecologic Institute is a private and independent academic think tank dedicated to the task of working on relevant policy issues in the field of sustainability research and introducing new findings to environmental policy. Founded in 1995, Ecologic Institute is part of the Ecological Research Network ([Ecornet](#)) and closely linked to international networks like [Think Sustainable Europe](#). Today, more than 100 staff members work in international and interdisciplinary project teams.

Interested?

Please apply with:

- ✓ Letter of motivation (incl. salary expectations)
- ✓ CV
- ✓ Certificates (Education)
- ✓ References

Please apply [online](#) only.

Deadline: June 22, 2025

We look forward to your application!

Questions?

Call Verena Stange, our HR Manager (030/86880-122) or email verena.stange@ecologic.eu

More information about Ecologic Institute and our work under www.ecologic.eu

Diversity of disciplines, backgrounds and experiences strengthens research and society. We therefore welcome all applications. Selection criteria are solely the job requirements and the qualifications of the applicants. We therefore also ask you to refrain from sending photos as part of the application.

- ✓ Experience in strategic corporate planning and commercial corporate management, entrepreneurial thinking
- ✓ Knowledge of German and European pricing and grant law as well as non-profit law are a plus
- ✓ Experience in the optimization of complex processes and in digital transformation, proven experience in the introduction or optimization of systems and processes
- ✓ Sound knowledge of business software solutions
- ✓ Advanced Excel skills (PowerQuery and PowerPivot)
- ✓ Proficiency in German and English language

Our offer:

- ✓ You will work in a renowned scientific institute and leading international think tank that develops solutions for the most pressing environmental challenges of our time.
- ✓ As part of an international team, you will experience an inspiring working atmosphere in a flexible and family-friendly environment with flat hierarchies.
- ✓ You will receive adequate remuneration and benefit from flexible working hours, mobile working, high subsidy for the Deutschlandticket, 10 paid days/year per child for the care of a sick child, 28–30 days of annual leave, plus half a day off on both Christmas and New Year's Eve.
- ✓ We offer you a permanent full-time or part-time employment contract (minimum 32 hours per week).