



## Center for Development Management



**PETER JOSHUA, Dip.  
Finance & Admin Officer**

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Peter is a Finance and Administrative Officer for CDM with over 9 years' experience in the Finance field such as making payments to consultants, making monthly and annual financial reports, banking duties, taxation duties. He has expertise in managing finances for both donor and local funded projects. He currently works. Peter also works hand in hand with project managers in performing budget cycles for projects including planning, preparation, revisions, and budget execution. He studied Accounting at Malawi College of Accountancy and holds a Diploma in Accounting.

He has experience in the following projects: Malawi WB Implementation Service Provider project, a 4-year project and tasked to conduct accounting duties; The Malawi REDD+ program, a two-year program where the main tasks were: disbursement of subsistence allowances, and transport refunds to workshop participants; the Shire Valley Irrigation Project (SVIP), a 2-year project doing tasks such as monitoring cash flow for the project to avoid running out of funds during implementation period, manage field logistics for consultants and field workers, paying monthly salaries to field workers and consultants upon receipt of timesheets and invoices for the monthly deliverables done; the GIZ Farmer Organization Business Training and Coaching Cycle Batch 1 (10 districts) project, a two year project where main tasks were: arrange and manage field logistics for Trainer Coaches, obtain quotations for supply of reading and training materials for the project, paying out monthly consultancy fees to trainer coaches and filing tax deductions for remittance, reconciling all field expenditures for reporting to the client and banking duties for the project; and the Building Resilience and Adapting to Climate Change Programme (BRACC) in Malawi, an end line evaluation program where tasks were: Arranging and managing field logistics, paying allowances to the project team, compiling monthly timesheets from consultants for invoicing to the client, reconciling the project expenditure and undertaking banking duties. And many other projects under CDM