

Job Opportunity: Chief Accountant

Job Description:

- Set up the accounting and finance procedures and documents for the Company;
- Set up the accounting system for the Company;
- Review financial statements and statutory reports;
- Prepare monthly reporting package in accordance with IFRS for group consolidation purpose;
- Prepare budget and forecasted cash flows;
- Assure the actual expenses being in lines with the budgeted ones;
- Assist General Director to set up procedures for operation activities of the Company;
- Build up business relationship with the Company's customer and contractors;
- Directly report to General Director and CFO of the group;
- Daily manage accounting, finance and tax activities;
- Address daily operation matters;
- Involve in business development activities in accounting, finance and tax parts;
- Coach, train and develop staff to upgrade their knowledge;
- Takes a leadership role in professional, business and community organization;
- Be seen as a role model for professionals.

Job Requirements:

- Minimum Bachelor Degree in Business Management or Bachelor's Degree in Accounting
- With Chief Accountant Training Certificate
- At least 5 years related experience in Accounting
- Strong analytical and problem-solving skills

- Proficient in Microsoft Office and other Software i.e. Microsoft Word and Excel, Acsoft, Vietsun, My ERP software system
- Compulsory for Good Proficiency in English Writing and Speaking
- Ability to travel to other provinces whenever required.
- Willingness to lead, take charge, offer opinions and directions
- Hardworking, integrity and diligence, honest and ethical.