



Job title	Finance Controller (Staffing Mobile App)
Reports to	CEO
Location	Bangkok, Thailand

Company Description

Fast paced company driven by a team of young, ambitious, tech savvy, entrepreneurs, who have a vision to change the way people connect with job opportunities. If you are looking for an exciting opportunity to be part of a fast paced, growing team, then this could be the opportunity for you...

Job Purpose

The Financial Controller is a leadership team position reporting to the CEO which will focus on ensuring accurate and relevant financial information and accomplishing our business plan with operational excellence. This position will collaborate with the CEO, leadership team, and management to operate the Finance and Account team.

Duties and Responsibilities

- Direct and oversee all aspects of the Finance functions of the organization including financial reporting, budgeting, forecasting and analysis
- Direct and oversee all aspects of the Accounting functions of the organization including accounts payable, accounts receivable, collections, payroll, benefits and auditing
- Daily financial income & expense management
- Monthly reports on financial analysis, including financial operation analysis and cost analysis
- Development of financial procedures
- Monthly consolidated Balance Sheet and Profit & Loss Statements
- Monitor compliance with internal policies and procedures
- Tax compliance
- Cash management and reporting;
- Establish financial related controls, to assure business viability and profit growth.
- Identify and recommend areas of revenue maximization, cost reduction and operational efficiency.
- Manage financial risks of the company.

Candidate Profile

- Over 3 years' experience in a similar role, preferably in a high tech, high growth business
- High level of analytical and problem solving skills
- Experience working with and creating/manipulating complex excel spreadsheets
- Sound understanding of internal control requirements
- A "can-do" approach to your work, where you enjoy taking on new challenges
- The ability to work independently
- A desire to learn and grow your own skills and experience
- Excellent communication and writing skills in both English and Thai
- A desire to be part of something different, and to want to drive change in the way businesses work

Approved by:	(on behalf of CEO)
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