



We are a leading villa rental agency based in Singapore with our Operations Office in Bali. We have a multinational team of 25 employees of 8 different nationalities across our 3 offices. **We make it easier for consumers to book a Villa in Asia and in Mauritius.**

Our growing portfolio of **handpicked villas** includes more than **1200 Villas in Bali, Thailand, Sri Lanka and Mauritius**. We care deeply about the Villas we choose for our customers. **Authenticity** of the Villa, **quality, customer service, and great locations** are at the heart of what we do.

Are you keen to live an entrepreneurial experience at the heart of south-east Asia? Join us to help developing our business further: we are looking for our Head of Finance & Admin based in **our Singapore head-office**

ABOUT THE HEAD OF FINANCE & ADMIN ROLE

Do you understand the very unique relationship between data, decisions and people? Working alongside our Managing Director, the Head of Finance & Admin will not only be hands-on with company finances and human resources, but will also be commercially aware, advising on the best path of growth for the business:

- Form a close working relationship with the Managing Director and other Senior Managers
- Take overall control of the company's accounting function
- Contribute to the development of company strategy across all areas of the business, providing financial analysis and guidance on all activities, plans, targets and business drivers: oversee all internal budgeting, reporting and commercial control operations; review progress and propose mid-course corrections. Maintain great communication with teams in the markets
- Manage General affairs and international offices' budgets; allocate resources when needed.
- Ensure adherence to financial & commercial laws and guidelines in all countries we operate
- Coordinate HR planning & leaves, employees' evaluation and training, job descriptions & recruitments

Your profile:

- Articulate, technically strong, energetic, with an enquiring mind and the ability to operate at both strategic and operational levels.
- High integrity and openness combined with commitment to good governance.
- Good commercial acumen. Positive attitude & Ready to go the extra mile.
- Ability to hire, manage and retain great people
- Great listener – able to fit the Asian culture

Your Package:

Attractive local package + profit sharing + stock options + travel perks + health insurance

Think you can fit the job? Email david@villa-finder.com

