



خدمت تيكنيكل دراج بروني
Royal Brunei Technical Services

Job Code	REC.2021/01:FIN
Job Title	Senior Finance Associate
Department/Unit	Finance

Responsibilities:

- Manage all accounting transactions.
- Perform month-end and year-end closings.
- Submit timely financial reports and analysis to management.
- Prepare and monitor annual and periodic budgets.
- Administer cash flow and report on the company's financial health and liquidity.
- Handle all audit related matters and tax requirements.
- Comply with financial policies and procedures.

Minimum Requirements

- Bachelor Degree in Accounting or Finance, additional certification (CPA or ACCA) is a plus.
- Minimum five (5) years working experience as an Accountant or Auditor.
- Good knowledge of accounting regulations and procedures, including the International Financial Reporting Standards (IFRS).
- Hands-on experience with accounting software, preferably SAP.
- Excellent skills in Microsoft Office applications, especially Microsoft Excel.

Key Competence Required:

- Strong attention to details and good analytical skills.
- Hardworking, self-motivated and a team player with strong interpersonal and communication skills.