



Job Description

## JOB RESPONSIBILITIES

- · Oversee daily operations, as well as month-end and year-end closing processes.
- Compile monthly and quarterly financial reports, focusing on Head Office reporting (J-GAAP, US-GAAP, and Management reporting), support BNM Statistical Reporting, and conduct variance analysis.
- Address inquiries from other departments and fulfill information requests from Head Office.
- Engage in advisory roles, company initiatives, and finance-related working groups.
- Ensure robust internal controls and the accuracy of financial reporting.
- Regularly review workflow processes to enhance turnaround times and productivity.
- Stay updated on accounting standards and policies, ensuring adherence to Group accounting policies and relevant standards, guidelines, and procedures.

## JOB REQUIREMENTS

- Candidates must hold a recognized degree in Finance, Accountancy, Banking, or an equivalent qualification from a reputable university or higher learning institution, along with a professional qualification (e.g., ACCA, CIMA, CPA, etc.).
- At least 2 years of relevant work experience, preferably in the audit and/or banking industry.
- Proficient in Microsoft Office applications (Excel, Word, MS Access, PowerPoint).
- A meticulous, detail-oriented, and proactive team player.
- Strong understanding of accounting principles, MFRS, and banking regulations.
- Excellent stakeholder management skills.

## #LI-JACMY

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**Company Description**