



PR/094214 | Finance Manager

募集職種

人材紹介会社

ジェイエイシーリクルートメント シンガポール

求人ID

1504810

業種

銀行・信託銀行・信用金庫

雇用形態

正社員

勤務地

シンガポール

給与

経験考慮の上、応相談

更新日

2024年11月19日 11:11

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ビジネス会話レベル

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

COMPANY OVERVIEW

Our client is a premier financial services and consulting firm.

Job Responsibilities

- Responsible for the preparation of a full set of accounts and analysis of financial reports related to personal loans.
- Monitor loan disbursements, and repayments, and ensure accuracy in financial transactions.
- Collaborate with the Finance Executive to reconcile accounts and resolve discrepancies.
- Assist in budget planning and expense tracking for the department.
- Daily communication with customers that have accounts overdue and follow-up on payments.
- Support the team in Debt recovery by overseeing the debt collection schedule and results from Site visits
- Ensure compliance with regulatory requirements and company policies related to personal loan operations.
- Keep abreast of industry regulations and updates to ensure adherence to legal standards.
- Assist in conducting audits and internal control procedures to maintain data integrity and security.
- Prepare regular reports on departmental activities, performance metrics, and financial status.
- Provide analysis and insights to management based on financial and operational data.
- Assist in preparing presentations and documentation for the Executive Management team.

Job Requirements

- Bachelor's degree in Finance, Business Administration, Accounting, or a related field.

- Minimum 5-8 years prior experience in administrative or financial roles
- Familiarity with personal loan products, processes, and regulatory requirements is advantageous.
- Strong organizational and time management skills.
- Proficiency in Microsoft Office suite (Word, Excel, PowerPoint).
- Attention to detail and accuracy in financial data management.
- Excellent communication and interpersonal abilities.
- Ability to work effectively both independently and as part of a team.
- Ability to analyze financial data and generate meaningful insights.
- Willingness to adapt to changing priorities and work in a fast-paced environment.
- Ability to handle multiple tasks simultaneously and meet deadlines effectively.
- Commitment to maintaining confidentiality and integrity in handling sensitive financial information.
- Adherence to ethical standards and professional conduct in all interactions.

We regret to inform that only shortlisted candidates will be notified.
Appreciate your understanding. Candidates require visa need not to apply.

EA: JAC Recruitment Pte. Ltd.
EA Licence: 90C3026
EA Personnel: R1872520
EA Personnel Name: Lum Yu Ru

会社説明