

PERFORMANCE
CONSULTANT SA

Conseil en ressources humaines

Financial Accountant H/F

Our client:

A top player in finance industry and growing their ISG services.

Role & Responsibilities:

Our client is hiring a Financial Accountant based in Geneva. The selected candidate will work autonomously, yet in close contact with other staff members and numerous external partners, and will help with the implementation and development of the newly internalised accounting function.

- Preparing the year-end accounts and statutory accounts
- Preparing the monthly profit and loss and balance sheet reports
- Collecting and analysing data used in the preparation of weekly and monthly estimates
- Preparing analytical reports for management purposes
- Managing the invoicing process, both on the payable and receivable sides
- Assisting in group accounts consolidation and supporting the financial reporting
- Supporting corporate controlling and the audit process
- Preparing VAT and tax declarations including reconciliation
- Liquidity planning and cash flow management
- Responding to financial enquiries by gathering and interpreting data
- Examining financial records to check for accuracy
- Supporting the budgeting process and financial forecasting
- Supporting the investment accounting
- Supporting the implementation and development of Abacus, the accounting system

Profile:

- Professional degree in accounting and similar experience in the field of accounting or finance
- 4-5 years of relevant work experience in accounting or finance, preferably in the financial sector
- Strong knowledge of accounting under the Swiss Code of Obligations, and ideally under IFRS
- Proficiency with accounting software Abacus, very good knowledge of MS Excel
- Excellent written and spoken English, fluent in German and French
- Swiss resident

Required skills:

- Self-motivated and proactive team player with strong communication and interpersonal skills
- Strong analytical and problem-solving skills as well as sound business judgment to identify issues and present practical solutions
- Producing high-quality work with attention to detail even under time pressure
- Team player yet autonomous
- Prepared to work flexible hours

Contract type: Fixed

Rate of activity: 100%

Starting date: ASAP

We guarantee you to handle your application in total confidentiality

Consultant responsable du mandat : Mouhssine Moudrik
Ref : JD833445049