

Open Position: Assistant Finance Manager (Group Finance)

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Company: BTC Recruitment Malaysia

Location: Malaysia

Category: business-and-financial-operations

A reputable company in Malaysia is currently hiring an Assistant Finance Manager to join them in their PJ office.

Key responsibilities include:

Degree holder of Accounting and related professional qualifications such as ACCA, CPA, MIA and etc as added advantage.

More than 4 years of professional experience in accounting/finance activities.

Preparing business activity reports, financial statements, and forecasts.

Working with Subsidiary heads and to prepare budgets, forecasts and other financial plans.

Aiding management in financial decisions and providing monthly reports to stakeholders.

Prepare the Group's statutory accounts.

Monitors financial details to ensure legal compliance.

Maintains an accurate filing and record keeping system for all financial statements and company documents.

Liaison with external auditors to ensure that audits are properly planned, carried out and that financial reports are prepared within set timelines.

Excellent verbal and written communication skills in English.

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