

FINANCE MANAGER

About the Role

We're seeking a dynamic and driven Finance Manager to join our team and help grow the world of giving!

Job Description

- Responsible for all Finance and Accounting matters of the company including preparation of financial reports, audit records, budgets, accounts and management reports.
- Monthly reconciliation of accounts in multiple currencies.
- Weekly and monthly Management Reports.
- Monthly report for clients and suppliers.
- Preparation, checking, verification and reconciliation of general ledger & cash flow statements.
- Preparation of data entry posting of monthly accounts journal.
- Assist team and stakeholders with queries.
- Act as the liaison with the external auditors on audit matters.
- Perform detailed reconciliations of accounts and resolve problems as needed.
- Other ad hoc duties as required.

Requirements

- Possess at least Bachelor's Degree or Professional Qualification in Accounting/Finance
- Minimum 5 years relevant working experience in Finance Reporting & Management Accounts or related fields.
- Result orientated, meticulous with good analytical skills
- Time management skills to meet tight deadlines
- Good interpersonal skills and teamwork.
- Driven and dynamic self-starter with the ability to implement change.
- Fluent in English.

What's on offer?

- Salary package commensurate with experience.
- Working with a dynamic fun loving team.
- Regional travel.
- Career advancement opportunities for the right candidate.
- The role will be based in either Malaysia or Singapore.

To Apply

To apply for this role please email your CV to jobs@simplygiving.com. Please **include a cover letter** explaining why you are suited to this role.

About SimplyGiving.com

SimplyGiving.com is Asia's largest social crowdfunding community; connecting passionate people with causes they care about. Headquartered in Singapore, with offices in Kuala Lumpur and Hong Kong, Simply Giving works with 630 nonprofit partners and social enterprises in 20 countries across Asia, providing mobile-optimised donation and fundraising tools that make giving easy. www.simplygiving.com