



We are an innovative and integrated marketing communications agency expanding our horizons. We are entrusted with the reputation of Fortune 100 companies as well as promising new up-starts. If you are keen to create cutting edge solutions for marketing communications and can back that up with some good old fashioned hard work, we have openings that will suit you.

Finance Manager (Financial/Accounting/Admin/HR & Payroll)

We are looking for a Finance Manager who is a go-getter and possesses the following abilities:

- Responsible for the full spectrum of the financial, accounting, general admin and HR incl. payroll
- Support the Managing Director to plan and develop financial strategy in line with company's overall strategy including preparation of annual budget, effective cash flow management and forecasting
- Able to drive companywide financial performance initiatives and advice recommendations to optimize financial performance
- Lead & manage the day-to-day accounting operations, month-end and year end accounts closing.
- Responsible for timely and accurate financial reporting, financial planning & analysis
- Review and implement financial & HR policies and procedures with team
- Provide financial management advice to Senior Management
- Monthly management reporting on business units performance, analyse budget & forecast variance, highlight trends and anomalies to management
- Review financial performance, track KPIs and business drivers for the business units
- Lead and manage all aspects of finance and corporate governance for the company on financial strategies and internal control and foreign exchange risk management
- Handles financial and tax reporting, liaise with external auditors/tax agents, government agencies, ensure compliance. Liaise with bankers.
- Involvement in ad-hoc projects in terms of improving efficiency and information systems
- Recommend and implement improvement to the reporting processes and establish a standardized process for greater efficiency

Requirements:

- Degree in Accountancy, ACCA or equivalent.
- Minimum 8 years of experience in accounting & finance and 5 years in managerial position
- Technically competent with up-to-date knowledge of accounting standards & practices and income tax provisions, familiar with employment laws.
- Possess leadership competencies and problem solving skills, a decision maker
- Highly efficient and effective and possess good communication skills
- Highly analytical with a strong sense of numbers, with a sharp eye for detail
- Computer literate, and familiar with GP Dynamic Accounting System and advanced Microsoft Excel
- Independent and able to work under pressure to meet tight deadlines.

So if you're into ideas like we are, we think you'd fit in here at In2. We offer attractive remuneration packages and challenging career opportunities to the right candidates. Please submit your application with C.V. stating qualifications, current salary and expected salary, recent passport-sized photo and contact telephone numbers to

Human Resource Department
IN2 Marketing & Consulting Pte Ltd
Email : hr.sg@in2ideas.com

We regret that only short-listed candidates will be contacted.