

Senior Accountant

高级会计师

Location: Beijing, China

Starting date: ASAP

ABOUT THE COMPANY:

企业介绍

This enterprise is a business advisory firm with a well-established presence in China for more than 20 years. It is headquartered in Shanghai and has offices in Beijing, Guangzhou, Hong Kong, London and correspondents in Dubai and in Italy. The group now employs more than 80 international and Chinese consultants fluent in English, French, Spanish, Portuguese, Italian and/or Chinese. The enterprise is also a member of the International Fiscal Association (IFA)

该企业是一家在中国有20多年历史的商业咨询公司。总部设在上海，在北京、广州、香港、伦敦设有办事处，并在迪拜和意大利设有通讯员。该集团目前拥有80多名精通英语、法语、西班牙语、葡萄牙语、意大利语和/或中文的国际和中国顾问。该企业也是国际财政协会(IFA)的成员。

MISSIONS:

工作内容

- Monitor accounting process and tax compliance in order to ensure they are in compliance local accounting policy and tax regulations;
监管财务流程与税务合规以确保符合财务规范和税务规章;
- Maintain full set of general ledger, prepare periodic statutory accounts, maintain daily accounting/treasury/tax functions on behalf of the clients;
管理全套总分类账簿，代表客户维护日常会计/财务/税务等工作;

Beijing

Suites 201-222, 2F, Building 81, No 4 Gongti North Road,
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Shanghai

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South China

Room 802, Leatop Plaza, 32 Zhujiang Dong Road Guangzhou
中国法国工商会广州办公室
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Tel.: +86 (20) 2916 5510 - Fax: +86 (20) 2916 5535

- Conduct compliance reporting package and tax filing for WFOE in accordance with PRC GAAP and Tax Regulation;
根据中国会计准则和税务法规对外商投资企业进行合规申报和报税;
- Drive good working relationship with client and provide active response to client's requirements;
与客户建立良好的工作关系, 积极响应客户的需求;
- Assist to implement and optimize the working procedures to fulfill the daily operating requirements;
协助实施和优化工作流程, 以满足日常操作要求;
- Other ad-hoc issues in relation to the assignment by line manager.
完成部门经理安排的其他相关工作。

REQUIREMENT:

任职要求

- College in Accounting or Tax major, above 5 years of accounting experience in WFOE or international accounting firm;
会计或税务专业, 5年以上外企财务或外资会计师事务所相关工作经验;
- Proficiency in accounting software.
(Yongyou and Kingdee), MEGi is a plus;
精通财务软件(如金蝶、用友等); 美记系统是加分项;
- Good knowledge in PRC GAAP, Tax Regulation, Bank Treasury; Basic knowledge relating to payments is a plus;
熟悉中国会计准则、税务法规、和国际财务会计准则。熟悉银行业务者优先;
- Proficiency in computer applications (e.g. Microsoft Office);
熟悉微软 office 办公软件;
- Independent, well-organized, self-motivation and self-discipline;
能独立工作, 有条理性, 有主动性, 自律;

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- A diligent and honest team player with positive communication skills;
善于与团队进行沟通;
- Able to work under pressure and tight schedule;
具有一定抗压性;
- Good spoken and written in English.
英语听说读写流利;

APPLICATION:

申请方式

Please send your resume to: bj-hr@ccifc.org

有意者请将简历投递至邮箱: bj-hr@ccifc.org

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