

Job Description

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|-------------------------|---------------------|------------------------------|---------------------|
| Offer reference | VIE | Minimum Qualification | A Degree in Finance |
| Position | Finance Analyst | Place of work | Beijing |
| Type of contract | Fixed Term Contract | Start date | ASAP |

PURPOSE / OBJECTIVES:

The Finance Analyst reports to the Finance Manager and is accountable for the provision of accurate and professional financial analyst services including but not limited to the collection and analysis of data information to make recommendations to the key decision makers of the company.

MINIMUM QUALIFICATION / EXPERIENCE:

- A Degree in Finance will be appreciated.
- Budget control experience.
- Intermediate Microsoft Excel, PPT & basic Word skills.

PERSONAL REQUIREMENTS:

- Good command of the English Language is essential.
- Excellent written and spoken communication skills.
- A mature and responsible attitude with a proactive approach and the ability to use initiative is essential.
- The ability to work under pressure and to tight deadlines.
- The ability to work in a culturally diverse environment.

RESPONSIBILITIES AND DUTIES:

- Monthly closing
 - Assist the analysis of site financial performance and recommendations to CFO and MD
 - Enhance and optimize planning and local reporting tools (G&A, Turnover, FIN, Weekly Reports...).
 - Overheads analysis and identification of costs savings
 - Reporting to Headquarter / SAFRAN
 - Management Chart
 - RM
- Margin and expenses analysis

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- Follow-up by activity and internal reporting
- Variance analysis (actual vs. Budget)
 - Understanding of causes and effects
 - Proposal and coordination of preventive / corrective actions
- SBH follow up
 - Calculate SBH sales
- BSC coordination for monthly and quarterly meeting
- Internal control
 - Responsible for internal control annual assessment
 - Action plan follow-up and reporting
 - Internal training / focal point

General

- Be responsible and accountable to act in such a manner that does not place themselves and or any other person's health and safety at risk.
- Consult and cooperate with management in meeting Safran HE China's obligations.
- The employee may be required to work outside usual office hours from time to time to fulfil their performance.
- The requirements of the role may change from time to time and will be reviewed with the employee as required.