

Company

An international China-based solar company that designs, produces and sells PV modules worldwide, listed in U.S stock market

Job Title

Accountant (permanent and full-time job)

Department

Finance Department

Responsibilities:

- Check and verify not only all of the expenditures and payments in the German company, but also all the staff expenditures from the Europe area. Ensure all disbursements are made in compliance with the company's internal control procedure/policy
- Provide all payment lists and supporting documents to HQ account team to double check timely and accurately
- Responsible for arranging payment timely according to HQ's approval
- Responsible for checking cash and bank vouchers, monitoring cash flow, recording the company assets
- Handle financial activities according to the local tax law
- Ensure that vouchers, sub ledgers, general ledger and statements are consistent
- Finance department archive management including vouchers packaging, contract filing etc.
- Provide all kinds of financial reports to the HQ accounting; work and assist closely with the HQ accounting as required

Requirements

- University degree preferably in finance/accountancy
- about half to one year related working experience in accounting
- Good organization and time management skills, detail oriented and a capable worker with initiative.
- Fluency in both English and Chinese

Location:

Munich, Germany

Start Date:

ASAP

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