

**Job Title: Senior Accountant / Assistant Finance Manager [Ref:HKIASHL]**

**Responsibilities**

- Perform and monitor general accounting duties, coordinating with internal and external parties on accounting, taxation, financing or business related matters
- Prepare and review monthly management reporting, business models and ad hoc reports
- Treasury management, monitoring of customer receipts and corporate payments
- Review of customer and corporate agreements, provide advice on commercial deals
- Perform budgeting and financial analysis for monitoring business performance
- Work with various internal parties to facilitate process efficiency and effectiveness
- Perform other ad-hoc assignment as required

**Requirements**

- Qualified Accountant; Bachelor's degree in accounting, finance or other related discipline
- Minimum 5 years of accounting-related work experience, preferably a mix of audit and relevant commercial experience
- Strong business sense and problem-solving skills, ability to understand and analyze business performance
- Attention to details, ability to work under pressure with tight deadlines and respond quickly to daily operational issues
- Excellent communication skills, aptitude to work with personnel from diverse background
- Excellent verbal and written communication skills in English and Chinese; fluency in Mandarin is a plus
- Proficiency in MS Office (Word & Excel)

*Interested parties please send your full resume stating present & expected salary to HR Department by email to [hr@asiaworld-expo.com](mailto:hr@asiaworld-expo.com).*

*Personal data collected will be used for recruitment-related purpose only.*

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