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Established over 20 years ago, Comin Khmere is the market leading Mechanical & Electrical (M&E) Engineering Solutions provider in Cambodia. We employ over 1000 staff within Cambodia in M&E construction projects, power transmission & distribution, M&E equipment maintenance and building facilities management as well as sales and aftersales of associated products and technology.

Comin has operations in several countries in the Mekong region and is part of RMA Group with diverse businesses in many developing markets within Asia and beyond.

Finance and Accounting Manager

Key Responsibilities

- Prepare monthly management reports (Financial Statements) and Group reports.
- Prepare weekly cash flow forecast to management.
- Prepare financial budget and forecast.
- Control account receivable, account payable, fixed assets, and inventories.
- Review monthly tax declaration.
- Review/record monthly payroll.
- Review all payments/advance to suppliers within payment term.
- Review all entries booked in accounting system.
- Accrued expenses & revenues.
- Coordinate the yearly financial audits.
- Perform other relevant tasks as required by supervisor
- Perform other relevant tasks as required by manager.

Education Knowledge and Experience

- Bachelor of Finance or Accountancy.
- 5 years' experiences in accounting or related fields.
- Good communication skills & committed to work.
- Good relationship with team work.
- Good English both in writing and speaking.
- Good knowledge in Accounting standards.
- Good knowledge in the computer literate MS Office and Accounting software.

Interested candidates are invited to submit CV & cover letter in English to ck.hr@comin.com.kh no later than August 31, 2018. You may also contact us on Tel: 095 777 480 or 010 480 460. Your application should include details of your expected salary.

