

A. Manager - Accounts (1)

- Qualified CPA with minimum 5 years of experience in Accounting.
- Overall in-charge of Vessel Accounting Department in Philippines office and directly reporting to Hong Kong (Head office)
- Prior experience in Shipping Industry is a must
- To effectively monitor and handle different vessel accounting teams and ensure best accounting practices and internal controls are followed effectively.
- Working knowledge of ERP like Oracle, SAP, etc. is a must
- Consolidate the monthly management reports like Fund balances, Owners Reporting, etc. and sent to Hong Kong office
- Sound knowledge of International Accounting practices
- Should impart appropriate training to vessel accounting team and ensure good results from the team
- Meticulous, well-organized and conscientious with a high level of initiatives at work
- Maintain good relationship with Clients & Team members
- Self-motivated, hardworking, think creatively, a strong sense of responsibility with positive working attitude.
- Should be able to handle team of 10-15 accountants and lead the department
- Excellent communication skills in English

B. Assistant Manager (3)

- University Graduate in Accounting, Finance or related fields.
- Overall in-charge of individual vessel accounting group.
- A minimum of 3 years' experience in accounting industry. Shipping experience will be added advantage
- Monitor and guide the team in preparing monthly vessel financial accounts, cash flow statements, budget variance reports, etc. and send to technical team for checking and approval
- Candidate should have full experience in preparing Financial Reports, Cash Flow Reports, Budget V/s Actual Reports, etc.
- Act as a reviewer and ensure Vessel Accounting Reports are submitted to Customers on time, their queries are timely responded, ensure effective communication with other departments of Company.
- Working knowledge of ERP like Oracle, SAP, etc. is preferred
- Maintain good relationship with Clients
- Able to multi-task and meet tight reporting deadlines
- Good command of written and spoken English
- Self-motivated, hardworking, demonstrate the ability and initiative to handle increasing responsibility over time.

C. Accounts Executive (6)

- University Graduate in Accounting, Finance or related fields.
- Wholly responsible for vessel accounting of at least 15 vessels right from raising fund request, day-to-day accounting of invoices, month-end adjustment entries, etc.
- A minimum of 2 years' experience in accounting industry. Shipping experience will be preferred
- To prepare monthly vessel financial accounts, cash flow statements, budget variance reports, etc. and submit to superiors for checking
- Candidate should have knowledge of Financial Reports, Cash Flow Reports, Budget V/s Actual Reports, etc.