



### Job responsibilities

1. **Financial Accounting** - ensures and manages a good performing accounting function according to MPERs, to group accounting policy and to local regulations, which delivers accurate and timely financial data and reports, manages cash and bank relations and monitors the working capital closely in order to fulfill all internal and external requirements, to provide information for management decision making, to optimize the ROCE and to ensure liquidity at any time.
2. **Cost Accounting** - designs, implements and continually improves an easy and efficient cost accounting system according to ESCAccounts, secures correct cost values and cost information in all systems and reports at any time – either by training people, by building up systems or by own input – and assists the employees and the management in analysis and interpretation of costs in order to support correct quotations and to always know the margins of the individual products
3. **Reporting** - produces on time, analyzes and comments the MIR (monthly report) and all other reports required from the company management, the corporate management and the authorities from time to time and produces meaningful and user-friendly reports in order to effectively support management decision making.
4. **Budgeting and forecast** - drives the annual budgeting process according to corporate requirements, involves all the relevant employees in the budgeting process, challenges and coordinates their input, elaborates payback analysis for fixed assets etc. and presents this budget to corporate management on time and with a comprehensive comment, which is approved by the corporate management and the BoD.
5. **Supervision of sub ledgers** - Supervises, checks and controls all subledgers (payables, receivables, salaries, stock, fixed assets,...), coordinates and assures a fully reconciled update of the general ledger, prepares payment proposals, monitors credit limits, delivers exact information regarding overdues, assures timely payment of salaries and coordinates the relevant data-update from operation in order to have all relevant financial information updated at any time.
6. **Infor ERP software management** - is system manager for all the accounting and cost related matters of the ERP system, designs and/or improves the accounting and costing supported by the ERP system, trains and motivates the ERP users, liaise with external consultants and with specialists from other ESCATEC companies in order to optimally use the ERP system to support ESCATEC's accounting, costing and other business processes.
7. **Cost control** - provides effective feedback to anybody in the organization who is occurring and influencing cost in order for them to control themselves, checks the expense reports according to corporate rules, increase the quality of booking vouchers etc. in order to keep cost under tight control.
8. **Cash and credit management** - develops and publishes periodical cash flow forecasts, uplifts dividend to the shareholder as soon as possible, optimizes the credit- and deposit portfolio, evaluates banks, negotiate and liaise with them, minimizes the currency exposure and supervises the money-flow in order to assure liquidity to minimized cost and to assure highest possible dividend payment to the shareholder, periodic assessment of financial health of critical customers and suppliers

9. Insurance - assures that all insurable high value risks such as property and liability are properly insured with insurance companies at any time and that the group's insurance policy is followed in order to avoid sudden losses which cannot be carried by the company
10. Taxes - ensures that all tax declarations and tax payments are made correctly and on time, organizes the early collection of recoverable taxes and brings tax issues and tax planning to the attention of the management in order to secure company's compliance with local laws and to minimize taxes.
11. Company secretarial matter - ensures that the company complies at any time with the current law and with all required company secretarial matters.

## Job requirements

Education:	University degree, preferably in accounting CPA would be an advantage
Experience:	At least five years of working experience in leadership role in an international manufacturing company Preferably with strong working experience in the cost accounting field
Specific knowledge:	Fluent in English Knowledge of MPEs Good IT and ERP knowledge with experience in databases and queries Familiar with Malaysian tax systems and company secretarial matters
Personality profile:	Leadership skills Excellent analytical skills Result oriented working style with a lot of drive and initiative Good communication skills Willing and able to work under pressure
Business understanding:	Excellent overview of the total financial system Excellent overview over the entire business process Excellent understanding of the entire company

## Contact

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