



Agensi Pekerjaan Career & You Sdn Bhd

Career & U is an established Executive Search Company with superior track record for our existing portfolio of clients. Our existing portfolio of clientele, comprising a large number of companies (both local and multinationals), several of whom have been with us for many years.

As an Executive Search Company registered with Malaysia Ministry of Human Resources, Career & U has been providing services to multinationals and local corporates on a nationwide and regional basis. Our Executive Search team was borne out of years of experience in the recruitment field and inspired by a genuine desire to constantly improve our level of service to a growing number of clients. We search and identify quality candidates according to our clients' criteria and place such candidates on a temporary, permanent and contract basis with our clients.

Our client is one of the major and leading food manufacturer in Malaysia. This multi national company deals in the manufacturing, marketing and supply of food products for local and export markets.

Finance And Administration Manager (Selangor)

Responsibilities:

- Overseeing and able to lead the entire finance & accounting team in the company.
- Ensuring timely reporting for management accounts, statutory accounts as well as other ad-hoc submission with accuracy.
- Annual budgeting, review budgetary controls, corporate tax planning and review company's OPEX, management of cashflow forecast and etc.
- Human resource management including payroll, recruitment, compiling annual performance reviews as organizational and behavioural development for all staff levels

Requirements:

- Degree in Accounting/Finance or equivalent professional qualification.
- Minimum 5 years post qualified experience in an establish accounting firm.
- Technical & Professional Knowledge.

- Preferably with hands-on experience in financial planning/analysis.
- Good working knowledge and strong financial disciplines and business acumens.
- Strong negotiation skills and can demonstrate administrative, planning and organizational capabilities.
- Possess high level of communication, presentation, critical thinking, analytical and strategic planning skills.
- Independent and exposed to working within challenging project deadlines.
- Highly disciplined, hardworking and ambitious male/female.