



**CAREER OPPORTUNITY MALAYSIA AUTOMOTIVE ROBOTICS AND IOT INSTITUTE
(MARii), AGENCY UNDER MITI**

POSITION : Senior Finance Executive

LOCATION : MARii HQ, cyberjaya

Qualifications:

- Candidate must possess at least Diploma/ Degree in Finance/Accountancy/ Banking.
- At least 3-5 years of relevant working experience.

Jobs Description

1. To handle daily account function.
2. To handle full set of account. Monthly closing account and preparation for management report.
3. Responsible for monthly, quarterly, and ad hoc reporting and variance analysis.
4. Monitor general ledger and journal entries are correct and according to accounting standard.
5. Report annual budget to align with actual cost incurred.
6. Responsible for budgetary controls, review forecast and projections.
7. Ensure monthly financial review and reporting within dateline.
8. Assist in liaison with external and internal auditor as well as tax agent officer.

Other specific requirements:

1. Computer literate in Microsoft offices
2. Proficient in accounting software is an advantage.
3. Preferable audit background and chartered accountant
4. Confident and good team player with excellent communication and interpersonal skills.
5. Ability to work in a fast paced and aggressive environment.
6. Able to work independently with minimum supervision and tight deadlines.

Please submit your resume at jobs@marii.my. Please indicate the position in your email title. You may visit us at marii.my. Thank you