



ធនាគារ ស្ថាបនា
SATHAPANA BANK

Officer, Financial Reporting

Based in Phnom Penh, Cambodia.

Responsibilities

- Prepare reports for management such as monthly consolidated Balance Sheet, Income Statement, Financial Covenant, Management Ratio, BS&IS by branch, and Internal Transfer Pricing
- Prepare Consolidation and submitting reports daily, weekly, monthly, quarterly and yearly to NBC
- Prepare and submit monthly, quarterly, and yearly reports to creditors
- Assist in facilitating and consolidating budget
- Prepare annual budget for NBC
- Facilitate and consolidate business plan for NBC
- Prepare regular ALCO meeting materials on financials
- Prepare documents and assist in audit works with external auditor and prepare audit financial statements
- Perform other tasks assigned by manager

Qualifications

- Bachelor's degree in Banking and Finance, Accounting and related degrees
- At least 2 years of experience in financial management and reporting in the bank or MFI sector
- Good management and leadership skills
- Be Patient and able to work under pressure
- Good at English and Microsoft Office (Words, Excel and PowerPoint)

To Apply

- Interested candidates are encouraged to apply via job@sathapana.com.kh
- For more information, please contact us at 023/ 081 999 010/ 096 257 9666 or go to <https://www.sathapana.com.kh/careers/job-opportunity/>