

Our client is an international broadcasting company – which produces and distributes media products – with a regional centre in Budapest is currently looking for a

Főkönyvelő helyettes/ Deputy of Chief Accountant

Ref.no. ChA 1405-01

- Prepare monthly and annual closing tasks, book accruals, etc.,
- Review and approve outgoing invoices,
- Oversee the work of the general ledger accountants, check the incoming invoices before booking, review and approve expense reports,
- Control and supervise closing processes,
- Prepare and submit VAT returns and related reports,
- Follow up on tax changes in order to insure that the company complies with the tax regulations at all times,
- Bookkeep foreign affiliated companies comprehensively. Supervise the work of foreign accounting firms, and prepare bank transfers for the foreign affiliates.
- Prepare transfer pricing documentation,
- Prepare and submit statistical reports to the MNB (Central bank of Hungary) and to the KSH (Hungarian Central Statistic Office),
- Representation of the company during external tax affairs and in case of tax audits,
- Prepare and consult on various tax matters.

Requirements:

- Economic college degree as certified accountant,
- min. 5 years experience in the same position preferably in multinational environment
- strong analytical skills,
- strong english knowledge both oral and written.
- Advantage with Knowledge of SUN system
- Knowledge and skills of MS Office programs

Our candidate should be:

- Empathic and proactive
- Highly organized, very hands-on minded, attention to details;
- Flexible and dynamic, sharp minded and ambitious, easily picks up knowledge, open for learning new tools and methods, fast learner;
- Good communication, people influencing, inspirational skills,
- Can do/Can handle' attitude, initiative and easily adapt changes, reliable personality, stress resistant

- Management skills and abilities as the position supervises a team (4 persons)
- Good analytical and organising skills,
- Time and task management, can set priorities, consequent and carry things into execution, push for results; has good problem solving skills,
- Accurate and with controlling mindset, result oriented

Company offers:

- Stable company
- Challenging, excellent and international standard working environment
- Professional development
- Competitive compensation package

Location: Budapest

If you would like to apply to this position, please send your CV in Hungarian and English, and cover letter in English, with position and reference number in subject field.

By sending your CV you accept that we handle your personal information confidentially under to the Act LXIII. of 1992 (Protection of Personal Information).

CONTACT INFORMATION:

E-mail: ildiko.kovacs@ihrsolutions.net and jan.mosether@ihrsolutions.net
06-309-524-143

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