

# Accountant - Based in Hong Kong

## Atradius

The Atradius Group provides trade credit insurance, surety and collections services worldwide, and has a presence through 160 offices in 52 countries. The products offered by Atradius protect companies around the world against the default risks associated with selling goods and services on credit.

At Atradius, we believe in personal development and the Growth Mindset. Our Culture is based on teamwork, reliable accountability, constantly improving and unrivalled service. Read on more on our Career site: <https://careers.atradius.com/en/careers>.

## About the Role:

We are seeking a detail-oriented and proactive Accountant to join our Finance team. The successful candidate will be responsible for managing Accounts Payable (AP), Accounts Receivable (AR) functions and some General Ledger activities, ensuring accurate financial records and timely processing of transactions. He/She will report to Head of Finance, North Asia.

## Duties & Responsibilities

- Defines and implements Group Accounts Payable and Accounts Receivable strategy
- Ensures the integrity of accounting records for completeness, accuracy and compliance with Company policies, procedures and accounting standards
- Ensures efficient credit management process for Accounts Receivable, prepare aging report in time and follow up outstanding invoices
- Maintain accurate records of all AP / AR transactions
- Assist with general ledger entries
- Meets month end closing timelines with high quality deliveries
- Performs monthly general ledger reconciliations
- Assists in finance processes automations
- Assists in internal and external audits
- Any other tasks assigned

## Requirements:

1. Bachelor degree in Finance / Accounting, Economics or related discipline with minimum 3-5 years of accounting experience in insurance industry
2. Good spoken and written English, fluent in Mandarin and Cantonese
3. Strong accounting knowledge and background (AP, AR and GL)
4. Being able to work under pressure, in critical situations and under tight timelines
5. Strong analytical skills and high competency to work with Microsoft Excel
6. Proficient in Microsoft Office (Word, Outlook, Teams)
7. Solid finance and accounting skills and understanding
8. Preferably knowledge of Oracle Financials and/or Hyperion
9. Accounting knowledge for Asian countries is a plus
10. Detail-oriented, multi-tasking, well organized, but still be able to see a big picture and implement efficiently
11. A team player with initiative who learns and adapts quickly in an international environment
12. Experience working in a MNC is preferred

Interested candidates please apply by sending your resume, cover letter including your salary expectations by clicking **'APPLY'**. We regret only shortlisted candidates will be contacted.

## What do we offer?

- A dynamic, international and challenging work environment
- Training and support to reach your full potential including the opportunity for continuous professional development
- Attractive terms and conditions, including competitive salary, pension package and a range of flexible benefits and rewards
- Challenging tasks with individual development and training opportunities

#### **Equal opportunities for all**

The success of our organisation stands with the quality of our people and the ideas they have. Insights and innovative solutions for our customers are the result of an interplay of cultures, knowledge and experience. That is why diversity is extremely important to Atradius. To ensure that all colleagues within Atradius can develop their qualities, we promote an inclusive culture in which everyone feels involved and valued. We encourage and welcome everyone to apply to our positions.

#### **I am Atradius! - Do you want to know who we are?**

Get to know Atradius colleagues in this video:

<https://www.youtube.com/watch?v=NnsgT04OpTU&t=4s>

*Atradius is a global provider of credit insurance, bond and surety, collections and information services, with a strategic presence in over 50 countries. The products offered by Atradius protect companies around the world against the default risks associated with selling goods and services on credit. Atradius is a member of Grupo Catalana Occidente (GCO.MC), one of the largest insurers in Spain and one of the largest credit insurers in the world.*

You can find further information on our website: <https://group.atradius.com>