



ធនាគារ ស្ថាបនា
SATHAPANA BANK

Senior Officer, Financial Reporting

Based in Phnom Penh, Cambodia

Responsibilities

- Prepare reports for management such as monthly consolidated Balance Sheet and Income Statement, Financial Covenant, Management Ratio, BS&IS by branch, Internal Transfer Pricing
- Consolidated, prepared, and submitted reports (daily, weekly, bi-weekly, semi-monthly, monthly, quarterly, yearly) to NBC
- Prepare and submit monthly, quarterly, and yearly report to creditors
- Facilitate and consolidate budget
- Prepare annual budget for NBC
- Facilitate and consolidate business plan for NBC
- Prepare regular ALCO meeting materials on financials
- Prepare documents and assist audit works with external auditors and prepared audited financial statements
- Prepare and facilitate Annual Report
- Other tasks assigned by manager

Qualifications

- Bachelor/ Master's degree in bachelor banking/finance, accounting
- At least 3 years of relevant financial management and reporting in the bank or micro-finance sector
- Good management and leadership skills
- Patient, 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 096 258 0666/ 096 257 9666 or go to <https://www.sathapana.com.kh/careers/job-opportunity/>