

# APTECH GRANITE & MARBLE LTD.

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## FINANCIAL CONTROLLER

The successful applicant must be detailed orientated, self-motivated and possess excellent analytical skills. The applicant must also have the ability to meet strict deadlines with the willingness to work additional hours, is required.

*Responsibilities include, but are not limited to:*

- Timely preparation of company's monthly and yearly financial statements
- All aspects of the company's budget process and job costing
- Management of the company's daily expenses, accounts receivables and payables
- Product costing, pricing and billing
- Customs clearance
- Maintaining a strong banking relationship
- Handling the company's debt collection and credit control

*The successful applicant should possess:*

- An undergraduate degree with a professional designation such as a CA, or CPA with strong financial skills
- 5 years experience in a similar role with a proven record
- Ability to effectively maintain financial transactions and monthly/annual reports
- Computer literacy with proficiency in MS Office Suites, Spreadsheets and QuickBooks POS System
- Ability to work under pressure with no supervision

Interested candidates should submit a Curriculum Vitae to: **Aptech Granite & Marble Ltd. P.O. Box WK 479, Warwick, WK BX. Telephone No: 295-3925.**

Closing Date: 20th October, 2016