



## Job Title : Finance Trainee

### Summary

- ✓ Trainee will be responsible for monthly reports for H.O / Region and Local management, preparing regular internal monitoring reports and other various managerial reports and analysis

### Key responsibilities

#### 1. Management control reports for H.O. and Local management

- Assist for preparation of CARMEN package and MAM PL reconciliation
- Assist to analyses of management reporting

#### 2. Prepare regular internal monitoring reports

- Daily monitoring EWI (Early Warning Indicator) results based on MAM portal data and daily balance
- Weekly / Monthly EWI summary report
- Client resource and assets analysis weekly report

#### 3. Transfer price related to Intra-group monitoring

- Preparation & monitoring data related to intra-group

#### 4. Other various managerial report and analysis

- Preparation of various managerial reports for weekly, monthly follow-up
- Assist financial reporting team for working file preparation

## Job Requirements

- Experience in Accounting
- Major in Finance, Economics or relevant field of study preferred
- Proficient in Microsoft Office
- Fluent in both written and spoken English
- Ability to work in details

## Term of Contract

- 1 year contract (renewable up to 2 years based on performance)
- Join date: August

**Application Due Date : July 23, 2023**

## Required Documents

- CV in English (including expected start date)
- Attached consent form

## How to apply

Please apply to : [https://jobs.ca-cib.com/offre-de-emploi/emploi-finance-trainee\\_79991.aspx](https://jobs.ca-cib.com/offre-de-emploi/emploi-finance-trainee_79991.aspx)

Selected candidate through Curriculum Vitae screening will be given an interview (We regret that due to the volume of applications, only successful applicants will be contacted)

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