

JOB ANNOUNCEMENT ACCOUNTING MANAGER

OUTLINE OF THE POSITION:

The Accounting Manager will report to the Director-General and will work closely with the Association's Treasurer and External Auditors.

JOB REQUIREMENTS:

- Minimum Bachelor or Master degree in Accountancy or other financial/tax degree;
- At least 4 to 6 years of relevant experience as Accountant Consultant or Chief Accountant, Business or Financial Controller;
- Demonstrating integrity and accountability;
- Strong analytical and interpersonal skills: ability to communicate across all levels of the Association and different cultures;
- Team player, flexible and customer friendly;
- Good knowledge of MS Office;
- Knowledge of one or more ERP tools is a plus;
- A good understanding of tax compliance issues (VAT and corporate tax) is an advantage;
- Excellent verbal and written skills in English & French; and professional knowledge of Dutch.

MAIN DUTIES IN THE POSITION:

- Handle the bookkeeping and accounting function of the Association;
- Assist the Director-General and Treasurer in the preparation of the budget and financial presentations, reporting including financial management of projects;
- Ensure adequate budget control of the core Association's budget and projects;
- Issue and follow-up of membership sales invoices;
- Follow-up and answer members and suppliers questions relating to the accounting function.

WHAT WE OFFER:

- An exciting job in a multicultural working environment with widely varying contacts;
- An open-ended contract;
- A competitive salary and attractive extra-legal benefits.

TO APPLY:

Interested candidates are asked to send their **CV** and **motivation letter** in English in electronic format to jobs@cosmeticseurope.eu before **January 29^h 2018**.

Only short-listed candidates will be contacted.

Shortlisted candidates may be asked to prove their background, qualifications, skills and experiences by providing relevant documents.