



MKS (Switzerland) SA is a precious metals and financial services company part of the MKSPAMP GROUP specializing in all aspects of gold and other precious metals processing and trading. It develops and maintains long-term relationships and offers a wide range of services in those markets. MKS draws from more than 60-years of experience.

Networked through modern communications systems between its various offices worldwide, MKS is closely involved in the latest gold and price developments throughout the world, 24-hours a day. With its direct involvement in the physical precious metals market, and through its subsidiary refinery, PAMP SA, MKS maintains a thorough understanding of the industry, as well as consistently high-quality products and services.

Moreover, the Group is headed by an uncommonly experienced team of precious metals professionals, with over 700 employees worldwide and more than 15 offices on five continents. As market leader, MKS remains on the pulse of the global gold business, advising the financial services industry on the commodity that lies at the heart of our monetary system.

To reinforce our team in Geneva, we are looking for a proactive and dynamic

Finance Manager

MISSION

The Finance Manager will report directly to the Head of Finance and Compliance and will be responsible for timely financial and management reporting and monitoring the daily financial processes.

Main activities and responsibilities:

Daily financial processes

- Manage delocalized accounting team
- Processing and approval of invoices
- Daily reconciliation of accounting balances with front office module
- Ensure expense claims are in line with Group Policy

End of month closing process

- Manage month end closing planning
- Analyse monthly financial figures with Budget / Prior year
- Prepare KPI's
- Prepare monthly financial reporting for the Executive Management Committee and for the Group

Budget, audits and advice

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- Participate in group budget preparation and its approval process
- Participate in the preparation of statutory and consolidated financial statements and interact closely with the financial auditors
- Help Senior Management make financial decisions

To take up this challenge, you will have the following profile:

Education and experience:

- Master's degree in Finance / Accounting,
- Certified Public Accountant,
- Min. six years' audit experience in commodities trading or in banking.

Qualifications and skills:

- Leadership skills and high drive
- Ability to work autonomously
- Excellent interpersonal skills and customer orientation
- Agile and flexible mindset, reactive to requests
- Excellent organisational skills and attention to detail
- Ability to interact with colleagues of diverse cultures; respect for diversity
- Good IT skills; proficiency in Windows environment is expected
- Proficiency in spoken and written English and French is required; knowledge of other languages is an asset.
- Swiss or EU national or holder of a valid swiss work permit.

If you recognize yourself in this profile, and would like to join a young, multicultural, motivated and dynamic team with excellent values, we are eager to receive your application until 20 March 2019. The successful candidate will be expected to take on the position on the 1st of May or a date to be agreed upon.

To apply, please send your full application file (CV, motivation letter, diplomas and work certificates) to the following address: human.resources@mks.ch