



The National University of Singapore Society (NUSS) is the premier graduate club in Singapore with 2 clubhouses and more than 15,000 members. We provide platforms for all to socialise, network and exchange ideas through recreational, academic, political, social and cultural activities. We invite dynamic individuals to join us.

Finance Manager

Responsibilities

- Responsible for the efficient management and smooth running of the finance to ensure timely and accurate financial analysis and reporting
- Oversee Accounts Receivables to ensure proper credit controls are in place
- Ensure Fixed Assets Register is promptly updated and reconciliations are documented
- Treasury function of cash management and banking matters
- Manage the budget and forecasting process
- Review cost and variance analysis and implement appropriate measures
- Formulate and implement accounting procedures and controls to ensure compliance with financial, statutory and regulatory requirements
- Liaise with auditors, bankers and tax authorities

Requirements

- Degree in Accountancy or equivalent qualification
- Minimum 10 years of relevant working experience at with least 5 years in managerial role
- Experience with working alongside Senior Management and Board of Directors
- Good written and verbal communication skills

Interested applicants are invited to write-in/email with a detailed resume, indicating current and expected salary, as well as notice period required and a recent photograph to:

The HR Department
The National University Of Singapore Society
Kent Ridge Guild House
9 Kent Ridge Drive, Singapore 119241
Email: hr@nuss.org.sg