

Finance Associate

We are seeking a motivated and analytical individual to join our finance team as an Finance Associate. This role involves various aspects of organizational finance, including financial analysis, budgeting, reporting, and data management. The Associate will work closely with the finance team to support financial operations and contribute to the specific ongoing projects and look over the overall financial structure. The executive will be reporting to the Senior Manager Finance & Compliance and Project Manager.

Responsibilities and Duties:

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- Assist in financial analysis, including reviewing financial data, identifying trends, and preparing reports for management.
- Support the budgeting and forecasting process by collecting and analyzing financial information.
- Assist in the preparation of financial statements, including balance sheets, income statements, and cash flow statements.
- Help maintain accurate and up-to-date financial records, ensuring compliance with relevant regulations and accounting standards.
- Contribute to the preparation of financial presentations and reports for internal and external stakeholders.
- Assist with data entry, data verification, and data management in financial systems and spreadsheets.
- Conduct research on financial best practices, industry trends, and regulatory changes to stay updated on relevant topics.
- Support ad-hoc finance projects as assigned, which may involve financial modeling, process improvement, or data analysis.
- Collaborate with cross-functional teams to gather financial information and provide support on financial matters.

Qualifications:

- Master's degree in Finance & related fields
- Requires significant expertise in financial management, cost-benefit analysis.
- 2-3 Years of experience in Finance.
- Strong analytical skills and attention to detail.
- Excellent organizational and time management skills.
- Strong written and verbal communication skills.
- Ability to work independently and collaboratively in a team environment.
- Ethical and responsible conduct when dealing with financial information.
- Previous experience in project finance or accounting
- Excellent communication and negotiation skills.

This is a full-time in-office position with opportunities for growth and professional development. We offer a competitive salary and benefits package.
