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# Example of Junior Financial Controller Job Description

Our company is growing rapidly and is looking to fill the role of junior financial controller. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for junior financial controller

* Support in projects and other ad-hoc queries
* Internal Control Certification process
* Quarterly financial closing monitoring
* 2nd level control framework through the Group permanent supervision tools
* Reviewing actual results vs
* Perform accounting tasks for month-end closing.( Inventory Report, general expenses provisions, costs control…) and be a point of contact for processes performed by Shared Services
* Prepare and analyze expenses of Expats and Cost Centers that need to be re-carged to other units or entities
* Be a business partner for the Distribution Department, ensure processes of Year End Rebates
* Ensure that existing procedure are compliant with Internal Control Requirements and participate to the improvement of the processes
* On top of that the Financial Analyst, as part of FP&A Team, will be active promoter of Controlling Culture, participating in Mgnt Meetings, collaborating with other departments and being pro-active

## Qualifications for junior financial controller

* Basic knowledge in financial and accounting principles
* More than 5 years work experience in Finance/ Accounting area, especially in relation to risk assessment and control
* Proactive attitude with strong learning capability
* Flexibility but strong ownership
* An aptitude for working under pressure
* Develops and improves financial analysis and forecasting analytical methodologies