

# Role Description

## Regional Financial Controller (Phnom Penh)



### Overview:

DFDL is a leading international law firm specialized in emerging markets with regional legal, tax and investment advisory expertise developed throughout the South and Southeast Asia, and beyond.

With a team of over 150 local and foreign advisers in 9 countries (Cambodia, the Lao PDR, Myanmar, Thailand, Vietnam, Singapore, Bangladesh, Indonesia and the Philippines) including the collaborating firms, we provide unique value propositions and innovative solutions to our clients, with a particular focus on:

- Banking and Finance
- Corporate
- Mergers and Acquisitions
- Energy, Mining and Infrastructure
- Real Estate and Construction
- Taxation

### Position:

We are looking to recruit a **Regional Financial Controller** to be based out of the firm's headquarters in Phnom Penh, Cambodia.

The successful candidate will have the opportunity to work in a multi-cultural environment with career development and personal growth opportunities.

<b>Reports to:</b>	Regional Chief Finance Officer
<b>Key external relationships:</b>	Service providers and external consultants
<b>Key internal relationships:</b>	Regional Finance team, Executive Team and Partners
<b>Salary range:</b>	Competitive, varying based on the qualifications and experience of the successful applicant.
<b>Position type:</b>	Full Time – Regular
<b>Working Hour</b>	Mon-Fri, 8am –12pm and 2pm – 6pm
<b>Location:</b>	Phnom Penh, Cambodia

### Primary Responsibilities of the role:

The Regional Financial Controller is responsible for the accounting operations of the company, to include the production of periodic financial reports, maintenance of an adequate system of accounting records, and a comprehensive set of controls and budgets designed to mitigate risk, enhance the accuracy of the company's reported financial results, and ensure that reported results comply with international financial reporting standards.

The Regional Financial controller will report to the Regional CFO and is expected to collaborate with executive team and partners to support efficient and effective firm-wide operation.

# Role Description

## Regional Finance Controller (Phnom Penh)



### *Main duties of the role:*

- Plans, directs, and coordinates the Regional Financial Accounting functions ensuring compliance with all applicable laws, rules, and regulations across the region;
- Plans, supervises, and assists the team in performing daily, weekly, and monthly accounting processes to properly record, classify and control financial transactions;
- Responsible for the timely preparation and interpretation of all financial information, including financial statements, system ledgers, and other reports as required;
- Establishes and maintains strong accounting controls sufficient to ensure compliance with the regulation and mandates of all governing bodies, both internal and external;
- Perform analytical reviews of the monthly operating results to ensure the reasonability and accuracy of reports;
- Coordinate the preparation external audits and with local and group auditors;
- Assures timely responses to internal and external audit recommendations. Assures that corrective action plans are developed and implemented where needed;
- Ensure deliverables of self and team meet expectations;
- Support Group Finance Department initiatives, including software and systems implementation and other departmental or firm-wide and group-wide improvements, through research, planning and implementation, as needed;
- Manage the production of the annual budget and forecasts and monitor on a monthly basis;
- Achieves budget objectives by scheduling expenditures; analyzing variances; initiating corrective actions; and
- Other responsibilities that may be assigned from time to time.

### **Essential skills & experience:**

- Bachelors and/or Master's Degree (preferred) in Business Administration with an emphasis in accounting. ACCA qualified is preferred but not required.
- Minimum 5-10 years' experience in accounting/finance (IFRS Accounting) both in the private and public accounting sectors. Big 4 experience is a plus.
- Experience in working with multiple legal entities under different legal umbrellas.
- Capable of multitasking while adhering to internal or external operational and financial deadlines
- Excellent communication and organizational skills.
- English language proficiency is required.
- Strong work ethic, accountability, and team mentality.

### **Contact Details**

Applications should be submitted by email or by hand:

#### **DFDL Mekong (Cambodia) Co., Ltd.**

No 30, Norodom Boulevard, 4th Floor BRED Bank Building, Sangkat Phsar Thmey 3, Khan Daun Penh (PO Box 7), Phnom Penh, Cambodia.

HR Department: [Careers@dfd.com](mailto:Careers@dfd.com)

Website: [www.dfd.com](http://www.dfd.com)

Online job announcement: <https://apply.workable.com/dfd/j/1C75BED8F4/>

Applications should include a curriculum vitae or resume, accompanied by a covering letter outlining the candidate's interest in and suitability for the position.

All applications and expressions of interest will be treated confidentially and reviewed only by DFDL Senior Management and the Human Resources team.

Please note that this position is open until filled. Applications will be reviewed and processed on a rolling basis and **only shortlisted candidates will be contacted.**