

Wide and varied range of tasks | Family Office | International

Our client is a family office and industrial holding company with investments in Switzerland and abroad. The team is being expanded at the office location in the middle of the **city of Zurich**. On behalf of our client, we are looking for an experienced, versatile personality as a

Financial Accountant (f/m, 60-80%)

Work place **Zurich** | Function **Accounting, Tax, Reporting**

Work load **60% - 80%** | Experience **5 - 6 Jahre** | Industry **Family Office, Holding, Fiduciary**

Your responsibility

- Managing the financial accounting of several companies (holding, real estate, foundation)
- Preparation of correct annual accounts, contact person for external auditors
- Preparation of tax returns and VAT statements
- Responsible for the processes for the correct release of invoices and expense reports
- Further development of accounting and administrative processes including ICS, collaboration in implementation
- Completion of the reporting package (monthly) for the holding and real estate company

Your opportunity

- Interesting, varied position with a broad range of responsibilities
- Additional responsibility in the areas of taxes and administration
- Extension of tasks and responsibilities depending on suitability and interest (e.g., payroll, SNB reporting)
- Environment with international orientation
- Offices ideally located for transport in the centre of Zurich
- Very attractive employment conditions

Your profile

- Basic commercial training and completed further training in the field of fiduciary or accounting (fiduciary or specialist in finance and accounting with FA or equivalent).
- Several years of sound professional experience either in the fiduciary sector, in a family office or similar environment in a holding company. Experienced, agile applicants 45+ are definitely welcome
- Sound with year-end closing, payroll experience is an advantage
- Independent personality with integrity, flair and discretion
- Good knowledge of MS-Office as well as common accounting software (Abacus, Sage or similar)
- Due to the international environment, a very good command of English (oral/written) is mandatory

Have we triggered your interest? Martin Raubach will be happy to provide you with more information. Please send your complete application documents with photo by e-mail to martin.raubach@deligo.ch.

Discretion, quality and professionalism are a matter of course for us!