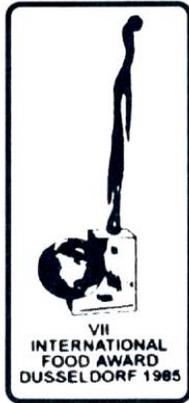


Winner of:



LESLIE CORPORATION

4 DAMA DE NOCHE STREET
UNITED PARANAQUE SUBDIVISION IV
PARANAQUE 1713, METRO MANILA
PHILIPPINES

Assistant Accounting Manager - Operational

Job Description

The Assistant Accounting Manager will assist operation heads in their strategic and tactical decision making by providing accurate and timely financial reports. The candidate will ensure that all operational accounting reports are in accordance with generally accepted principles and practices. He/She will allocate work to a team of accountants and ensure quality work is completed within agreed timelines

Job Responsibilities:

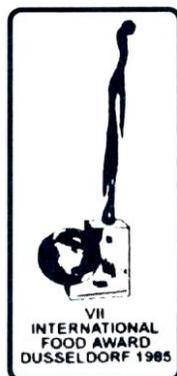
- Ensures that receivables, operating personnel disbursements and expenses are timely recorded and charged to their respective accounts
- Reviews and monitors plant inventory transactions issued to production and interplant transfers with variance analysis on a regular basis
- Monitors sales confirmed deliveries and turn over to credit and collection with collection performance and ageing of receivables analysis
- Oversees the orientation and periodic business review of account performances to include analysis of logistics performance matrices
- Works with Accounting Manager to make sure that all reports required by operational heads are timely submitted to include material disclosures necessary for operational use
- Assists the Accounting Manager in the development and implementation of new procedures and features to enhance the workflow of the department
- Develops and provides training to staff towards career pathing and succession planning

Job Qualifications:

- Must be a CERTIFIED PUBLIC ACCOUNTANT.
- At least 10 year(s) of working experience in the related field is required for this position
- Applicants must be willing to work in Parañaque City
- Preferably Assistant Manager / Managers specializing in Finance - General/Cost Accounting or equivalent
- Full-Time position(s) available

Interested applicants may send their Resume to: hrd@leslie.com.ph (indicate position desired on the subject line) or contact 02 88232566 loc. 240 / 271 and look for Ms. Sigrid Subia

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Assistant Audit Manager

Job Description:

The Assistant Audit Manager assists in the development of Internal Audit plans and programs, and lead in the execution of internal audit activities. The position presents a senior leadership role in the organization and an opportunity to contribute value-adding services to the success in the organizations through risk-based assurance and consulting activities.

Job Responsibilities:

1. **Manage the complete audit cycle.** You will perform audit planning, scheduling, coordinating, reviewing, and reporting of work of audit teams Nationwide.
2. **Enhance your risk assessment skills.** You will develop risk-based audit programs based on the annual audit plan and contribute to the organization by identifying risks associated with business objectives and evaluation of controls in place to mitigate risks in order to improve the effectiveness of risk management, control systems, and business processes.
3. **Be a part of our continuous improvement.** You will provide value-added support to business units by challenging the existing policies, procedures, processes, products or service to ensure that appropriate levels of internal controls within the Division is maintained effectively and efficiently.
4. **Lead the team.** You will mentor audit staff members, ensure that work is conducted in accordance with IPPF and that professionalism and independence within the department are ensured both in appearance and in fact.

Job Qualifications:

- Must be a **CERTIFIED PUBLIC ACCOUNTANT**. (The following are not mandatory, but will make you a preferred candidate) Have a CIA designation, an MBA, or an understanding of IIA Standards and IPPF
- Are able to interact and work with all levels of organization in order to effectively execute audit assignments
- Have mastered the ability to handle multiple projects in an organized manner
- Have excellent communication skills in both oral and written language
- Have at least 10 years finance /audit experience, to include at least 5 years of supervisory working experience in the related field is required for this position.
- Enjoy travel and doing field works
- Full-time positions available for Paranaque Office.

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Accounting Officer

Job Description:

The Accounting Officer position is a leadership role, engaged in overseeing other accounting professionals while working closely with the Accounting Manager. As an Accounting Officer, you will ensure that financial reports are timely, accurate and completely delivered and statutory compliance requirements are complied.

Job Responsibilities:

- Responsible for financial accounting and reporting requirements of the organization.
- Assists the Accounting Department to record, monitor, and present the financial performance of different revenue, support and commissary units of the division.
- Supports to monitor and prepare financial projections for management use and decision making
- Coordinates with different department staffs and even to third parties for purposes of determining accuracy of sales, recorded inventories and other significant costs affecting the performance of the organization.

Job Qualifications:

- Must be a CERTIFIED PUBLIC ACCOUNTANT.
- Applicants must be willing to work in Sucat, Paranaque City.
- Willing to perform fieldwork to Laguna or Batangas.
- 5 Yrs & Up Experienced Employees specializing in Finance - General/Cost Accounting or equivalent.
- Full-Time position(s) available.

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P.O. BOX 3263 MCPO 1272 Makati, Philippines - Tel.: 8232566 - Fax: (632) 823-3708 - Email: hrd@leslie.com.ph

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Junior / Senior Accountant

Job Description:

To support the accounting department in ensuring effective and efficient financial and administrative operations.

Job Responsibilities:

- Assist the Accounting Officer in performing accounting duties such as; Prepare account reconciliation for all Balance Sheet Account, Assist in preparation of BIR Compliance such as Wtax Expanded monthly and annual, Wtax Compensation monthly and annual, Vat Relief, ITR, Final Tax, & Etc.
- Assist in preparation of reportorial requirements for: Financial Statement, Tax Compliance, Government Remittances, Monthly Bank Reconciliation
- Encoding financial data
- Safekeeping and filing of accounting documents

Job Qualifications:

- Must be a graduate of BS ACCOUNTANCY.
- CPA will be an advantage.
- Must have atleast 2 year related experience.
- Strong interpersonal and analytical skills.
- Ability to effectively utilize technology, from moderate to advanced computer skills in Microsoft office and on-line resources.
- Must be willing to work in Paranaque City
- Full time positions available

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Financial Analyst

Job Description:

Responsible for the preparation and analysis of Franchisees' and individual store's profitability and coordinates with Franchise Operations group to discuss Franchisees and stores current profitability.

Job Responsibilities:

Prepare and analyze Franchisees Profitability

- Prepare each store and franchisee monthly profitability report.
- Analyze the profitability report to highlight trends as to Weekly Average PO (WAPO), Average Daily Sales (ADS), Weighted Contribution Margin (WCM), and Net profit(loss) per store and franchisees.
- Identifies bottom stores and franchisees in terms of WAPO, ADS, WCM, and Net profit per sales area and regional areas.
- Prepares a summary profitability report per sales areas and regional areas and present to Sales Operations to solicit information and identify the cause/s of the franchisee and store profitability status especially for the bottom stores.

Monitor Franchisees Profitability

- Reviews the BRR (Business Review Reports) of stores from Sales Operations to identify economic trends and potential financial threats or problems.
- Prepares summary report and make recommendations based on the analysis and review of the BRR.

Monitor Franchisor Support Programs availment of the Franchisees

- Process applications of franchisees to Franchisor support programs to determine eligibility based on established policy and guidelines of the programs.
- Monitor implementation of approved applications and provide assessment report on the impact of the support program on the stores.
- Prepare monthly report of the support programs availed and total subsidies provided to the franchisees per store, franchisee, and sales area.

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Junior / Senior Auditor

Job Description:

Assists in performing financial and operational audits of the Company's operations. The duties include analyzing evidential data as a basis for an informed, objective opinion and preparing comprehensive reports addressed the Management.

Job Responsibilities:

- Participate in performing financial and operational audits of company operations in accordance with accepted professional standards.
- Aid the audit manager in determining whether areas reviewed are performing their planning, accounting, custodial, and control activities in compliance with managerial guidelines and applicable statements of policy and procedures, and in a manner consistent with the organization objectives and high standards of administrative practice.
- Obtain and analyze data to provide an objective, informed opinion on the accuracy and fairness of financial records. This includes performing analytical procedures and recommending adjustments to the organization's financial records.
- Participate in audits to ensure effectiveness of accounting and managerial controls and accuracy of recorded data, promote efficiency, safeguard, and monitor compliance with applicable laws and Company policies and procedures
- Assist in the review and evaluation of the overall accounting and non-accounting controls of computerized information systems residing on departmental computers.
- Discuss deficiencies and recommend corrective actions to improve operations and reduce costs. Plan and prepare formal written reports addressed to department managers or external agencies.

Job Qualifications:

- CPA is preferred but not required.
- At least 1 year(s) of working experience in the related field is required for this position.
- Experience in Farm / Piggery operations is preferred.
- Preferably 1-4 Yrs Experienced Employees specializing in Finance - Audit/Taxation or equivalent.
- Full-Time position(s) available.
- Assignment in Paranaque, Laguna and Batangas.
- Willing to do fieldwork

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