

HEAD OF ACCOUNTING

JOB DESCRIPTION

Located in Barcelona, the Head of Accounting will lead the Accounting Department, directly reporting to the CFO. The candidate will take care of the full accounting for the Group of Companies

Tasks and Responsibilities

- Produce and review accurate financial statements in accordance with Spanish GAAP and corporate governance policies
- Monthly, Quarterly and Annual closings
- Report monthly closings to shareholders
- Professionally interact with other departments in response to questions and requests of information
- Supervision of staff to ensure quality and productivity within the team (7-8 FTE)
- Full cycle accounting – managing all financial and accounting operations
- Develop and improve accounting related processes, including automation of tasks
- Document accounting processes and policies
- Serve as key contact with the external auditors. Provide information to external audit team as requested
- Actively participate in due diligence processes
- Supervise usual tax filings (VAT-SII, IRPF, Social Security, others)
- Complete mandatory surveys and filings related to our sector (INE, Banco de España, Minetur)

Profile:

- University degree in Finance, Business, Economics or Accounting
- +10 years' experience, of which 3 as head of accounting
- Experience in medium sized companies
- Solid knowledge of Spanish GAAP
- Good MS Excel skills, experience with ERP systems
- Organized, goal-oriented and proactive personality
- Good communication and interpersonal skills
- Ability to manage a team of 8 people
- Able to work well under pressure and with tight deadlines
- Continuous improvement mentality
- Adaptable to a rapidly changing environment