

公司介紹

方圆金融集团 (简称“方圆” www.fangyuanfh.com) 于 2008 年在香港成立，目前在香港、新加坡和深圳均有持牌子公司，开展以下受规管业务：

1) 香港: 第九类 (资产管理)、第四类 (证券咨询)

2) 新加坡: 资本市场服务牌照

方圆管理层在美国、亚洲及中国拥有丰富的资产管理及资本市场经验。方圆管理的基金荣获多个奖项及提名，包括 Eurekahedge、AsiaHedge 等权威机构颁发的“最佳长期收益基金”、“最佳亚洲固定收益基金”、“最佳大中华对冲基金”、“最佳多策略基金”等。

现因业务发展需要招聘以下职位：

基金会计

地点：深圳南山

合约：全职

工作职责

1. 参与公司基金日常管理，主力跟进基金的估值和会计核算，与托管行的估值结果和现金头寸的核对等工作，为相关部门提供数据支持；
2. 主力跟进与外部审计师对接基金的年度审计工作，协助提供审计所需文件如审计询证函、月结单等及审查财务报表；
3. 参与协调税务汇报等工作 (K1, PFIC CRS and FATCA)；
4. 处理其他基金公司日常财务工作；
5. 处理基金相关的监管文件；
6. 其他分配的工作和项目。

工作要求

1. 大学会计类或相关专业本科以上学历，有相关境内外会计证书将优先考虑；
2. 具备基本的商务英语读写能力；
3. 具有基金会计/行政管理公司或四大审计事务所从业经历为佳，有资产管理及基金投资等相关工作经验将优先考虑；
4. 具有高度责任心和团队协作能力，认真仔细，能适应快节奏工作环境；
5. 立即到岗将优先考虑，我们会提供完善的在岗培训。

附加信息和申请方法：

我们提供有竞争力的薪酬和福利：年终奖金，5 天工作周，15-20 天带薪年假，五险一金，提供免费午餐、通讯补助，在岗培训和稳定和谐的工作环境。

有关公司的更多信息，请参阅我们的网站 www.fangyuanfh.com

有兴趣人士请将预期薪水和中英简历发至 hr.cn@prudenceinv.com

公司会将所有收集到的个人资料严格保密，仅用于与就业有关用途。



Company Introduction

Prudence Financial Group (“Prudence”) is an investment management firm with around 60 staff in HK, SG and SZ. Since 2008, Prudence has delivered high quality returns to investors and received multiple industry awards.

Finance Associate/Finance Analyst

Location: Nanshan, Shenzhen

Position: Permanent

Responsibilities

1. Prepare and review monthly and quarterly fund NAV calculation.
2. Liaise with external auditors and tax consultant on fund audit and tax reporting (K1, PFIC, CRS and FATCA) respectively.
3. Prepare FRR, management accounts of the investment manager, and relevant regulatory and tax filings for funds and the fund manager.
4. Handle ad hoc tasks as required.

Requirements

1. Bachelor's degree holder in Business Administration. Major in Accounting is strongly preferred. Qualified CPA is an advantage.
2. Experience in Big 4 Financial institution audit or Fund Administrators is strongly preferred.
3. Knowledge and experience in Asset Management/Investment Fund industry is a strong plus.
4. Strong interpersonal and communication skills, self-motivated, responsible, and fast paced; Work under pressure and meet tight deadlines.

Additional Information and Application Method

We offer a competitive remuneration package with a 5-days' work week, minimum 15 days of paid annual leave, medical benefit, complimentary office lunch, on-the-job training, and a stable harmonious working environment.

Please send your resume with expected salary to hr.cn@prudenceinv.com

All information received will be kept in strict confidence and only for employment-related purposes.

Personal Information Collection Statement pertaining to Recruitment

All information received will be kept in strict confidence and only for employment-related purposes. The personal data collected will be used to assess your suitability to assume the job duties of the position for which you have applied and to determine preliminary remuneration, and benefits package will be discussed with you subject to selection for the position. It is our policy to retain the personal data of unsuccessful applicants for future recruitment purposes for a period of two years.

Under the Personal Data (Privacy) Ordinance, you have a right to request access to, and to request correction of, your personal data in relation to your application. If you wish to exercise these rights, please complete the “Data Access Request Form” specified by the Privacy Commissioner for Personal Data and forward it to hr.cn@prudenceinv.com