

Job Title M/F

ACCOUNTANT

Job Description

Reporting to the Administrative and Financial Director, this profile is responsible for the following tasks:

- Record day-to-day accounting transactions
- Prepare closing of annual accounts
- Monitor and control the processing of customer invoices
- Register, check and settle supplier invoices
- Prepare bank transfers
- Collect bank statements and perform bank reconciliations.
- Update ERP settings for the accounting module
- Participate in improving management tools
- Monitor tax, social security and legal developments
- Produce customs and tax declarations (including VAT, CFE, etc.)
- Archiving mandatory accounting documents
- Supervise the accounting of our US subsidiary with the help of a local person.
- Prepare consolidation financial statements
- Record, control and monitor investments/fixtures
- Take inventory of fixed assets

Training and skills

- Training and experience required:
 - o Higher education diploma in business or accounting (BAC+2 minimum) with a technical specialization in accounting.

- Skills required:
 - o Fluent written and spoken English and French (BULATS level: B1)
 - o Proficiency in office automation tools (Outlook, MS Office: Word, Excel, PowerPoint, etc.) and payment tools (Turbo, etc.)
 - o Knowledge of ERP accounting module
 - o Master of general accounting
 - o Knowledge of administrative management
 - o Mastery of accounting management

- Advanced knowledge of VAT, and more generally of accounting for companies with international flows (import/export purchases and sales)
- Ability to work in an international matrix organization
- Ability to work as part of a team and collaborate with all company departments
- Exemplary attitude and professional communication skills required

Profile:

- Proven experience (minimum 3 ans)
- Team player but autonomous;
- Ability to meet deadlines and achieve results.
- Ideally, you are competent in ODOO.

Other information

Location: Le Bourget du Lac, Savoie, France
Travel : Occasionally
Salary: According to profile
Contract: CDI

Please send CV and covering letter to recruit@roctool.com

Roctool description

Founded in 2000, Roctool is a technology and manufacturing solutions provider offering engineering services and systems. The Roctool induction process, ideally suited to plastic injection, blow molding and compression molding, is available in a wide range of configurations to meet industrial requirements. Number 1 in heating and cooling technologies, Roctool now offers induction-based technologies for complete molding solutions. The processes developed by Roctool are used in production by leading brands in innovative sectors such as beauty, automotive, aerospace and consumer products and electronics. They offer numerous advantages, including reduced cycle times, excellent surface quality, weight savings and improved performance, enabling manufacturers to reduce the overall cost of parts produced. Roctool is listed on the Euronext Growth market in Paris. The company is headquartered in Le Bourget du Lac (France). Roctool also has offices in North America, Japan and China.