



FINANCE AND ACCOUNTING MANAGER

Who we are?

HOPE was founded in 2012 with one Mission: to provide Filipinos with an easy way to vote with their peso about what was important to them. As an Impact Company and the country's 1st B Corp, we put Education at the forefront of our movement, building much-needed public school classrooms through the sale of Hope in Bottle water. In 2016, we branched out into Agriculture interventions that would help secure the livelihood of thousands of smallholder farmers through the Hope in a Coconut campaign in partnership with the world's leading coconut water brands.

Most recently, in 2019, we created the Plastic Credit Exchange, which works with game-changing companies to sustainably neutralize their plastic footprints to promote Environmentally responsible consumption and to make sure that we are working towards a safer, cleaner planet. All of these efforts come together to deliver on what we at HOPE promise – a movement leveraging the power of people to achieve great things Together.

Business for Good.

About the role:

As our **Finance and Accounting Manager**, you will be reporting to the Leadership Team. You will be leading the Accounting Department and will be responsible for the day-to-day financial and accounting operations of our growing company. Your responsibilities will include but not be limited to:

- Managing the daily operations of the accounting department, including month and end-year process, accounts payable/receivable, cash receipts, general ledger, audit, payroll, utilities, treasury, budgeting, cash forecasting, revenue and expenditure variance analysis, capital assets reconciliations, trust account statement reconciliations;
- Creating, monitoring, and analyzing accounting data and producing financial reports or statements;
- Presenting financial reports to the leadership team and providing recommendations;
- Establishing and enforcing proper accounting methods, policies, and principles; Improving our current accounting systems and procedures and initiating controls;
- Coordinating with our auditors and financial advisors;
- Creating regular financial reports to analyze performance and identify opportunities to improve business;
- Managing tax payments and reporting requirements to authorities and regulatory bodies, including the Bureau of Internal Revenue and the Security and Exchange Commission;
- Coordinating with our auditor and other financial advisors;
- Implementing appropriate policies and procedures to ensure the integrity of our finances;
- Conducting competitive and cost engineering activities.



Who are we looking for?

We are looking for highly organized, passionate, and self-starter individuals that will help manage our Accounting Department:

- Candidates must have completed a Bachelor's Degree in Accounting, Finance, or any related courses; a CPA license is preferred;
- Must have at least 3-5 years of work experience as an Accounting Manager or Supervisor with experience in all facets of accounting in the FMCG, or other highly transactional industries
- Proven knowledge of bookkeeping and accounting principles, practices, standards, laws, and regulations
- Knowledgeable in financial reporting standards and practices
- High attention to detail and accuracy
- Must be amenable to on-site work

Job Type: Full-Time

Location: Makati

Interested candidates may send their CVs to careers@generationhope.ph