

Controller

工作职责

- 负责公司全盘账务处理，确保月度、年度结账按时、准确完成
Manage full-set bookkeeping, ensure monthly and year-end closing is completed accurately and on time
- 独立编制资产负债表、利润表、现金流量表，满足内外部报告要求
Independently prepare balance sheet, income statement, and cash flow statement to meet internal and external reporting requirements
- 协助年度财务预算编制及月度滚动预测工作
Assist in annual budget preparation and monthly rolling forecast
- 负责生产成本归集、分配与核算，按时完成成本结算
Handle cost collection, allocation, and accounting, ensure timely cost settlement
- 建立并维护标准成本体系，定期进行成本差异（量差、价差、效率差）分析
Establish and maintain standard cost system, conduct regular variance analysis (volume, price, efficiency)
- 计算并维护转移定价，支持集团税务合规要求
Calculate and maintain transfer pricing to support group tax compliance
- 管理存货估值，主导存货盘点计划，监督盘点执行，编制盘点报告
Manage inventory valuation, lead inventory count plans, supervise execution, and prepare count reports
- 负责经营数据分析，编制管理报表，支持集团和业务部门数据统计需求
Analyze operational data, prepare management reports, support business units and group with data requests
- 负责集团财务报告系统的数据按时填报
Ensure timely data entry into group financial reporting system
- 负责管理关联方费用，包括费用汇总、报告编制、沟通与对账
Manage intercompany cost allocations, including expense summary, report preparation, communication and reconciliation
- 协助集团所得税税务系统关账，主导所得税汇算清缴及税务审计
Assist with group income tax system closing, lead tax final settlement and tax audits
- 负责固定资产及在建工程全周期管理，包括资产结转、原值确认、折旧计提
Manage full lifecycle of fixed assets and construction in progress, including asset transfer, cost recognition, and depreciation
- 主导固定资产盘点，确保账实相符
Lead fixed asset counts to ensure accuracy between records and physical assets
- 参与投资审批、采购审批等内控流程的执行与签字权限管理
Participate in internal control processes such as investment and procurement approvals, including signature authority management
- 协助财务经理建立健全本地财务指标体系，推动业务绩效改善
Support finance manager in building local financial KPIs to drive business performance improvement



职位号码
REF94163H

工作职能
财务和控制

所在地
上海市

领导力级别
个人贡献者

工作场所灵活性
现场办公

法律实体名称
Continental Coated Systems Co., Ltd.

- 主导或配合ERP/财务系统的数据对接、运维及优化，保障财务数据源准确
Lead or assist in ERP/financial system integration, maintenance, and optimization to ensure data accuracy
- 组织并协调内外部审计工作，作为审计对接窗口，配合审计完成工作
Coordinate internal and external audits, act as audit contact window, and support audit completion
- 完成财务经理交办的其他工作
Perform other tasks assigned by finance manager

职位要求

大学本科及以上学历，会计相关专业

Bachelor's degree or above in Accounting or related field

5年以上制造业企业财务工作经验，其中至少2年成本核算或成本控制相关经验

5+ years of finance experience in manufacturing, including at least 2 years in cost accounting or cost control

熟练掌握Excel等财务工具，能独立搭建成本计算及财务分析模板

Proficient in Excel and other financial tools, able to independently build cost calculation and financial analysis templates

对数据高度敏感，具备扎实的财务分析能力与逻辑判断能力

Highly data-sensitive, strong analytical and logical thinking skills

具备良好的团队合作意识，能跨部门沟通协作，也能独立推动任务闭环

Good team player, able to collaborate across departments and drive tasks independently

工作细致、责任心强，抗压能力强

Detail-oriented, strong sense of responsibility, able to work under pressure

良好的英语听说读写能力

Good command of English in listening, speaking, reading, and writing

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