



Burapha Agroforestry Co., Ltd is a Swedish/Lao plantation and wood products manufacturing company, with its own plywood mill, sawmill, and plantations.

Established in Lao PDR in 1994, Burapha's objective is to build a timber plantation asset in Laos large enough to be the core wood supplier for a major industrial operation. Burapha currently operates a sawmill/furniture factory and a new, state-of-the-art plywood mill, which commenced production in 2021.

Accounting Manager

Location: Vientiane HQ

Reporting to the Chief Financial Officer, you will take full responsibility of the accounting function - accounting review, taxation, statutory reporting, treasury, cashier, and internal controls. Audit accounts to ensure compliance with state and federal regulations; coordinates with outside auditors and provides needed information for the annual external audit. Administrative of accounting/ERP system.

Key Responsibilities:

- Responsible for all aspects of financial accounting including GL, monthly closing, financial reporting
- Audit and implement accounting process and systems to be compliant with general tax, statutory requirement and other related laws and regulations
- Oversee daily accounting operations and provide financial reports and updates to management and other related departments
- Prepare related financial analysis including P&L, Balance Sheet, gross margin, variances etc for management and other related departments
- Costing and Taxation
- Establish and enforce proper accounting methods, policies and principles
- Work closely with the sales and commercial team to provide support on sales, product and profitability analysis
- Develop standard operating procedures and instructions for the accounting department
- Liaise with other departments on accounting issues
- Liaise with external parties including internal and external auditors, suppliers, customers and others as required

Qualifications / Experiences:

- Bachelor's degree in Accounting or similar with postgraduate qualifications highly regarded
- CPA or other certification an advantage
- Extensive accounting experience, ideally including some experience in heavy industry
- Previous experience managing an accounting function and improving processes
- Knowledge and experience in IFRS16
- Experience in Big 4 audit firm highly regarded



- Excellent financial and reporting skills
- Excellent leadership ability and experience to manage a multi-functional team
- Exceptional analytical skills
- Strong customer service mindset
- Excellent verbal and written communication skills in Lao and English languages
- Outstanding interpersonal, negotiation and influencing skills
- Proactive and self-motivated approach
- Excellent planning and organisational skills to meet deadlines and juggle conflicting priorities
- Ability to work well under pressure
- Advanced computer skills in Microsoft Office suite of programs (e.g. Word, Excel, PowerPoint)
- Super user or administrator of financial reporting software essential with experience in Netforce a plus and familiar with ERP systems

We offer a competitive remuneration package and a supportive and committed team environment.

To apply, please send your CV, proof of qualifications and a cover letter (optional)

to: recruitment@buraphawood.com

Closing date 30th June 2023