

Yayasan Generasi Gemilang

IS

# HIRING A FINANCE EXECUTIVE

💡 **Behind Every Impact Story is a Finance Hero!**

We're hiring a finance pro to keep our mission strong and our numbers rock-solid.

As Finance Lead, you'll oversee daily operations, budgets, and audits while streamlining processes to safeguard our assets. Your work ensures every Ringgit is accounted for, every report is reliable, and every programme can confidently reach the children and communities who need it most!

## WHAT YOU'LL BE DOING:



Manage daily finance operations, including claims review, data verification, payment processing, and month-end/year-end support.



Track fund utilisation for proper allocation and prepare financial statements with regular analysis.



Ensure compliance and audit processes are completed accurately, working closely with external agencies as required.



Strengthen financial controls and processes by reviewing and streamlining workflows with support teams.



Implement measures to safeguard assets and uphold good governance.

Have you checked us out?  
[www.gengemilang.org](http://www.gengemilang.org)



# DOES THIS DESCRIBE YOU?

You are **DETAIL-ORIENTED & ACCURATE** –  
you keep records clean and spot discrepancies fast.

You are **COMPLIANCE MINDED** –  
you understand the importance of regulations, and stay ahead of  
deadlines, filings, and audit requirements.

You are a **PROCESS IMPROVER** –  
you're not just a 'doer' – you like to streamline workflows and  
strengthen financial controls.

You are **ANALYTICAL & INSIGHTFUL** –  
you turn budgets and reports into useful insights.

You are **COLLABORATIVE & SERVICE ORIENTED** –  
you enjoy working with various teams and can easily explain finance  
requirements. People get you!

## SKILLS & QUALIFICATIONS



- 🎓 Tertiary education (degree or prof. cert) in Accounting / Finance
- 🗨️ Excellent written & verbal skills in Eng & BM
- 💻 MS Office, ICT skills; comfortable with financial systems
- 📅 3-4 years experience in accounting standards, compliance requirements and financial reporting

## SALARY AND PERKS OFFERED

**Family benefits**  
**Health & Wellness coverage**  
**Training & Development provisions**  
**Replacement time-off**  
**and more!**

**Send your resume and portfolio to:**  
[jobs@gengemilang.org](mailto:jobs@gengemilang.org)

