

Company Profile: Balkan Finance Investment Group, BALFIN Group, is one of the most significant and successful investment groups in the Western Balkans region. Geographically, BALFIN Group is present in Austria, Albania, Kosovo, Bosnia and Herzegovina, North Macedonia, Montenegro and the Netherlands, employing approximately 6,000 people. The activities of the BALFIN Group comprise the development and management of real estate, retail, mining industry, banking, tourism, energy, logistics, etc. BALFIN Group is growing steadily, having a positive impact on the communities through economic development, employment opportunities, innovation and social investment.

Spar Albania Ltd. is an affiliate of Balfin Group operating in the sector of food retail with the right of exclusivity of the name "SPAR".

Job position: Senior Reporting and Controlling Specialist

Grade: 12

Department: Finance

Location: Tirana

Duties and Responsibilities:

- Prepare monthly/quarterly internal reports, evaluate the variances compared to approved budget and require additional information from business units within required deadlines;
- Analyze OPEX lines and propose potential OPEX savings;
- Develop and maintain cost accounting system according to procedures and policies, propose recommendations and changes;
- Provide management with estimates and accurate forecast of monthly cost and profitability of products;
- Prepare monthly reporting package within required deadlines by Group;
- Prepare monthly performance of individual business units, compare actual monthly and cumulative results with approved budget;
- Conduct inventory stock analysis on a monthly basis and provide recommendations;
- Participate in company budgeting process and mid-term plans;

- Prepare business valuations for potential expansion plans;
- Revise and update internal procedure of Finance department;
- Assist during audit processes, preparation of year-end financial statements and provide the necessary information to the auditor (Internal or External);
- Implement New International Financial Reporting Standards (IFRS) and working papers for monthly and yearend reports;
- Maintain IFRS 16 tool and prepare required internal reports based on standard requirements;
- Coordinate the project of Fiscalization;
- Other duties required by Head of Department.

Qualifications and Skills:

- Education:

- University Degree in Finance, Accounting, or Business Administration.
- A Master's degree (e.g. MBA) would be highly desirable.

- Work Experience:

- Minimum of 3-5 years' experience in Reporting and Controlling, Cost accounting, Auditing, and similar roles.

- Additional qualifications:

- Candidates that hold professional certificate as Certified Accountant, (ACCA, etc) would be preferable.
- Strong business acumen of accounting treatment, management reporting and performance management.
- Good command of English (written and spoken).
- Sound experience in project management and project accounting;
- Good analytical skills, high level of responsibility.

- Database analysis and advanced Excel skills (Microsoft Office), other accounting systems.
- **Additional skills:**
- Very good time management skills;
- Strong analytic and reporting skills;
- Critical thinking;
- Problem-solving skills;
- Flexibility and adaptability to changes and challenges;
- Ability to work under pressure and meet short deadlines.

Application procedure: To apply for this position, please submit CV with covering letter before **19/08/2021** to hr@spar.al stating the post on the subject line or by post to the following address: Spar Albania Ltd, Tirana East Gate (TEG), National Street Tirana-Elbasan, Farkë (Lundër), Tirana.

* All applications will be treated with strict confidentiality according to the law No. 9887 set by the Albanian Parliament for the "Protection of Personal Data".