TMF GROUP

Global reach
Local knowledge

We are looking for an Associate Accountant that will be an integral part of our growing team. The ideal candidate has a strong sense of ownership and commitment, excellent accounting skills, detail oriented and thrives in a fast paced international organization.

TMF Group in Belgium is currently looking for a:

Associate Accountant

Client focused - Full time – Brussels

Job Purpose:

TMF is the global market leader in financial services, we provide a wide range of services to international relations. As Associate Accountant you are dedicated to a number of client relationships.

In this team you support the Senior Accountant with financial and administrative matters. You are part of a professional team and you have a delegated responsibility and challenge for keeping the client files in financial and legal good standing.

Your Profile:

- Belgian Master / bachelor degree in accounting
- Around 2-3 years of practical experience in a similar position
- Ability to work independently and hands on approach
- Clear, concise and pro-active communication skills
- Strong analytical and organizational skills
- Fluent in English, Dutch and French with excellent written and verbal communication skills

About TMF Group

We help global companies expand and invest seamlessly across international borders. Our expert accountants, corporate secretarial and HR and payroll professionals are located around the world, enabling clients to operate their corporate structures, finance vehicles and investment funds in different geographical locations.

With operations in more than 85 countries providing outsourced compliance services, TMF Group is the global expert that understands local needs.

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Key Responsibilities:

- Responsible for the timely and correct handling of all matters concerning the day to day bookkeeping of a client portfolio
- Preparation of monthly, quarterly and year end reporting, in Belgian GAAP, Fund GAAP, IFRS, or on the basis of a pre-defined reporting pack at our client's request
- Analyzing of financial reports
- Day-to-day administrative tasks in relation to the client portfolio such as monitoring of the bank accounts, processing payments, handling all correspondence
- Review of work performed by junior accountants
- Preparation of VAT returns, withholding tax returns, corporate income tax returns and other filings
- Communicating effectively and timely with our clients, property managers, tax advisors, and other third parties

Working at TMF Group offers:

- **Excellent working conditions:** good work- life balance, salary indication above market level
- **Learning opportunities**: you will work with highly experienced colleagues who are ready to share their knowledge, and will receive the opportunity to work on diverse and complex client requests. You will also be able to apply for and be supported for training.
- **Value-driven work environment**: you can expect integrity and respect from all your colleagues and your leadership team.
- **Teamwork:** an environment where we learn from our mistakes and work together to improve our processes continuously. A no-blame culture where teamwork is important, valued and lived daily.
- **Ambition:** we are a growing company in which we constantly look for the next opportunity and where all ideas are welcome.

Global reach, Local knowledge
Operating in more than 80 countries across EMEA, Asia Pacific and the Americas.

How to Apply?

If you wish to apply, please send your CV and motivational letter to:
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