



**ASENDIA**  
BY LA POSTE & SWISS POST

## Empowering businesses to grow across borders with our e-commerce & mail solutions

Formed in 2012 as a joint venture between La Poste and Swiss Post, Asendia is one of the world's leading mail and goods shipping providers. Present in 15 countries in Europe, Asia and the USA, Asendia offers a diverse range of ecommerce and mail solutions empowering businesses to grow across-borders.

### Finance Manager 80%

In this position, you will be responsible for the accounting for our subsidiaries located in Bern & Paris and will report to the Head of Consolidation and Compliance.



#### Your tasks

- Manage accounts payable and accounts receivable process
- Preparation of monthly financial statements & its presentation to the Management Board of the Asendia Group
- Cash management for your entities
- Preparation of ad-hoc reports for management
- Statistical reporting to SNB
- Swiss & French VAT reporting
- Support in compliance & consolidation topics
- Local income tax declarations and any other taxes applicable



#### Your profile

- You have a degree in accounting or similar.
- At least 3 years of experience in accounting or similar position.
- You have SAP FI/CO user knowledge.
- You have experience in Swiss GAAP, IFRS knowledge will be an asset.
- Strong know-how in the financial closing process
- A flair for efficient & lean processes
- Very good knowledge (written & spoken) in English, French & German.
- You have a high personal responsibility, perseverance, good team spirit and appreciate collaboration with different countries and cultures.



#### Our facts

Our mission is to excel in every interaction with our customers. Our values are trust, friendliness, ease of use and our commitment to sustainability.

- Workplace in Bern with travelling within Europe.
- We offer modern and fair employment conditions.

For further information, please contact:

**Brigid Rüfenacht**  
**Head of Consolidation & Compliance**  
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Please send your application to:  
**[discovery@asendia.com](mailto:discovery@asendia.com)** mentioning the reference number "**Asendia-17-09**"



**THE WORLD IS  
YOUR ADDRESS**