

Ranked among the top four corporate service providers globally, Vistra has a versatile group of professionals, providing a uniquely broad range of services. Our solutions span across all types of international incorporations to trust, fiduciary and private client services as well as fund administration. We employ a diverse global talented workforce of more than 3,500 professionals in over 44 jurisdictions throughout the Americas, Europe, Middle East and Asia-Pacific.

To strengthen our team in our Zurich office (or optional in our Zug office), we are currently recruiting a highly motivated, enthusiastic and flexible

Senior Accountant 100%

We are counting on you:

- Independent handling of the complete corporate company administration (i.e. book-keeping, preparation of financial statements, preparation of tax returns for legal entities and natural persons, handling VAT and social security reports, complete payroll accounting, ANobAG) for a portfolio of clients
- Responsible for the monthly, quarterly & year-end reconciliation and reporting according to Swiss accounting principles, Swiss Gaap and IFRS – knowledge of US Gaap is an advantage
- Liaising and interacting with clients, client advisors and other offices in accordance with any accounting related requests
- Coordination of the internal Accountants-Pool i.e. mentoring, coaching and coordination of work

We are looking for you:

- Qualification as Swiss Certified Fiduciary Accountant (Treuhandler/in mit eidg. Fachausweis) or Swiss Certified Specialist for Finance and Accounting (Fachmann/-frau in Finanz- und Rechnungswesen) or substantial industry experience
- Minimum of 5 years of experience as a Senior Accountant in a fiduciary services environment with Swiss and international clients. In particular, in depth knowledge of Swiss VAT, payroll and HR related services is essential – knowledge in Abacus is an advantage
- Excellent oral and written communication skills in German and English – any additional language is a plus
- Hands on personality with the flexibility of taking over tasks beyond the job description
- Strong interpersonal communication skills, highly discreet, client orientated, ability to integrate in a multinational environment and motivated to start your career with us

We offer you:

- Active role in a team of a fast growing, international company
- Challenging and diversified tasks
- Opportunities to progress your career further and to expand your knowledge
- Attractive terms of employment and social security benefits

If you can see yourself in this challenging role and want to be part of a diverse, successful and growing organization, please send your application with a detailed curriculum vitae (in German or English) and reference letters to:

recruitment.switzerland@vistra.com

Any questions? Please do not hesitate to contact
Susana Frey, Head of HR, Vistra Zürich AG, Talstrasse 83, 8001 Zürich, Tel: +41 44 296 68 68