



Senior Accountant

Experience level : **Senior**

Entity : **Bank Syz**

Office : **Geneva**

Are you looking for a dynamic environment? Are you eager to work with and learn from a group of seasoned accounting professionals? Working at Syz takes a blend of collaboration, entrepreneurial spirit and willingness to pull together. In return for your talent and dedication, you can expect a fast-paced, stimulating work environment, a flat hierarchy with direct access to senior leaders, a culture hungry for innovation and the opportunity for your voice to be heard and your ideas to be listened to.

Purpose of the role:

The role of a Senior Accountant within a private bank is pivotal in ensuring the integrity and accuracy of the bank's financial operations. This position is not only about managing day-to-day accounting tasks but also about providing strategic financial insights that support the bank's overall objectives.

As we are currently strengthening our team, the Senior Accountant will play a crucial role in enhancing our financial reporting processes, ensuring compliance with regulatory standards, and implementing robust internal controls. This role involves close collaboration with various departments to streamline financial operations, support financial decision-making processes, and contribute to the overall financial health of the organization.

By bringing in a Senior Accountant, we aim to bolster our financial team with expertise, ensuring that our accounting practices are not only efficient but also aligned with the best industry standards. This strategic move underscores our commitment to maintaining financial excellence and supporting the bank's growth and stability.

Join our Team as a Senior Accountant where you will play a crucial role in assisting the Head of Accounting with overseeing and managing the entire spectrum of accounting operations for the Bank and its affiliated entities within the Group. You will be responsible for handling the day-to-day accounting activities for one or more subsidiaries within the Group which involves tasks such as preparing financial statements, managing accounts payable and receivable, conducting reconciliations, and ensuring timely and accurate financial data entry.

The role is based in Switzerland, Swiss residence is not required but applicants need to be at a minimum eligible to obtain a B residence permit.

Key responsibilities

- Assist the Head of accountant on a daily basis and manage the team in his absence
- Complete accounting of a bank and companies governed by Swiss law
- Check and validate daily operations
- Establish various declarations such as: IA, file VAT returns, etc.
- Manage the month-end and year-end closing processes
 - Prepare monthly accounting statements
 - Prepare monthly analytical reports
 - Prepare monthly reconciliation
- Maintain and produce various dashboards
- Manage specific analyzes
- Manage SNB statistic as a back-up
- Support external and internal audits, providing all necessary documentation and addressing inquiries
- Identify and implement process improvements to enhance efficiency and accuracy in financial reporting

Your profile

Professional experience

- 5 years' experience in a similar position in the banking sector
- Fiduciary and/or audit experience appreciated

Education:

- Brevet fédéral / Bachelor or equivalent in finance and/or accounting

Personal competencies:

- Strong analytical, strong planning and organisation skills
- Ability to control the risks
- Team player, able to integrate within a team as well as arrangements to work in groups or alone
- Dynamic, able to take initiatives
- Accurate and thorough
- Risks oriented
- Reliable, business minded, autonomous

Language requirements:

- Fluent in both French & English

IT Skills:

- Excellent knowledge of Excel, and other MS Office
- Banking tools: SAP / G2 or equivalent