

## **JOB DESCRIPTION**

**Job Title:** Finance Manager  
**Team:** Global Operations  
**Reports To:** CEO and Group's CFO  
**Location:** Almere - Amsterdam, The Netherlands  
**Job Terms:** Full-time employment (hybrid)  
**Salary Range:** 60.000 - 75.000 EUR/year gross

### **Role Purpose:**

*The Finance Manager will support the management of Challenge Family Holdings B.V. and other entities within the Group. The Finance Manager will be mainly focused on financial management, accounting, budgeting, taxation and controlling.*

### **Responsibilities:**

- Full responsibility for all aspects of the Group's and subsidiary company's finance, controllership, accounting, accounts-related activities and taxation
- Management of company secretarial functions, small finance teams based in the Netherlands and Germany, and outsourced professional service providers (accounting, tax etc.)
- Oversee processing of all payments and approval limits per authority matrix
- Timely filing of all VAT and Corporate Income Tax (CIT) returns
- Creating, implementing and managing internal finance procedures and finance control mechanisms
- Preparation of monthly management accounts at Consolidated and subsidiary company levels with insightful commentary and analysis of actual performance trends v budget v prior year
- Cashflow management for the Group and subsidiary companies
- Preparation of the annual Group and subsidiary budgets
- Develop and maintain relationships with banks, insurance, outsourced professional service providers and external auditors
- Provide supportive financial material for business decisions to the CEO and Executive Team

### **Skills and Qualifications:**

- Minimum Bachelor's degree in Finance, Accounting or Economics is required
- Qualifications such as ACCA/CFA/CPA or similar will be considered a plus
- Minimum 5 years of relevant experience in finance, accounting or taxation (including contact person on external audits)
- Knowledge of the Dutch and German Tax Systems is an advantage
- Fluent in English (C1 or higher)
- Dutch or German languages as an advantage
- Excellent organization skills with high attention to detail
- Proficient user of finance software such as Quick Books Online, Xero or similar
- Proven project management skills for implementing new initiatives as well as ensuring that timelines for regular deliverables are met
- Demonstrated ability to analyze and solve problems
- Ability to guide colleagues to ensure appropriate financial processes are being used
- Ability to cooperate with all kinds of people in an international environment
- Ability to work well under pressure and in a less structured environment

### **Essential Attributes:**

- Strong work ethic
- Passionate about the job
- Uses initiative
- Understanding of confidentiality
- Adaptable
- Willingness to learn

### **Key Relationships:**

**Internal:** CEO, Group's CFO, Board Members, Bookkeepers

**External:** Entities within the Group, Tax Offices, Banks, Partners, Suppliers

*Updated by April 19, 2024*