

## JOB DESCRIPTION

### FINANCIAL CONTROLLER, Lausanne Switzerland

METACO is the leading provider of security-critical infrastructure enabling financial institutions to enter the digital asset ecosystem. We are trusted by the top financial institutions to offer robust, scalable, and integrated solutions. Our values are Integrity, Quality, Passion - At METACO we put our customers first. We strive to deliver best-in-class products and services that help our clients achieve customer and business success.

We are expanding our Finance team due to an increase in demand. We are looking to hire a dynamic and passionate individual.

#### Responsibilities:

##### Manage financial operations

- Cash collection and receivables
- Cash planning
- Tax and social charges declarations
- Payments
- Expenses and investments vs budget and vs board approvals
- Internal controls
- Evaluate and manage risks

##### Produce financial statements

- Liaise with accountant to produce P&L
- Balance sheets / cash statement as required
- Produce yearly accounts
- Coordinate auditing processes

##### Produce financial planning

- Yearly budgets and updates
- P&L and cash forecasts
- Multi-year business plans

##### Produce and analyze financial and operational reports

- Design and generate financial and operational KPIs
- Analyze the KPIs
- Produce the board and shareholders reporting packages

## Setup processes and tools to support finance and operations

- Ensure reports are delivered timely
- Contribute to setup sales tools (reporting, pipeline management)
- Setup integrated tools (finance / sales) ready to sustain growth
- Manage budgeting process for each department

## Qualifications:

- 3-5 years of relevant experience
- Familiarity with the banking & financial sector would be an asset
- Structured method of reporting and budgets,
- Comfortable managing multiple priorities
- Proficient level of written and verbal communication skills in English and French
- Ability to work effectively with team members, and willing to take on responsibility and work independently

## Applications:

Get in touch by sending your CV to [jobs@metaco.com](mailto:jobs@metaco.com).

If your skill set doesn't fit perfectly within our requirements, please do not hesitate to apply.

Lausanne, September 23<sup>rd</sup> 2020