



Financial Services

Current Vacancies

Senior Business Analyst – Automation

Assistant Marketing Manager

Senior Accountant

Sales Representative

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Senior Business Analyst – Automation

Responsibilities

- Support and work closely between I.T. and various departments to analyze, design, plan and implement automation modules and solutions;
- Advise and work with team members and/or vendors to identify design improvement opportunities
- Gather requirements from representative members of departments
- Conduct layout planning and assess automation mode for manual and automated terminals based on business and operations objectives
- Participate in the testing and commissioning of automation systems
- Provide the training to various department users for solutions

Requirements

- Degree or above in Business Administration or Computer Science or related discipline
- Minimum 5 years' relevant experience in business process re-engineering and workflow improvements
- Self-motivated, Good communication skill
- Strong analytical ability and problem solving skills
- Proven ability to translate functional requirements and use cases into working test plans and test cases
- Experience in function testing and operations flow analysis
- Familiar with Accounting System is an advantage
- Candidates with more experience would be considered as Assistant Project Manager





Assistant Marketing Manager

Responsibilities:

- Develop and execute long term financial products' marketing strategies and directions in line with company objectives
- Manage and lead Guangzhou team to execute all marketing related activities, including campaigns management, budget control and result evaluations etc., to fulfill business needs
- Plan and implement promotional campaigns, including PR Events and Exhibition etc.
- Participate in digital marketing activities such as managing official website and wechat accounts; arouse interests by social media marketing etc.
- Enhance the effectiveness of marketing communications, brand management and corporate image etc.,
- Work closely with design agencies and assist with new product launches
- Analyze and establish potential strategic partner relationships for company marketing

Requirements:

- Bachelor degree in Marketing / Business Administration / Communications
- At least 5-8 working experience in marketing field, strong in digital marketing, experience in financial services industry is preferable
- Strong analytical and project management skills
- Confident and dynamic personality
- Require to stationed in Guangzhou at least 3 days a week
- Must have financial products knowledges





Senior Accountant

Responsibilities:

- Supervise daily operations of accounting and financial reporting function
- Review of monthly financial statements of the group companies
- Prepare the accounting schedules to the monthly consolidated financial statement
- Prepare statutory audited financial statements and tax reporting for group companies
- Any other ad hoc assignments as required

Requirements:

- Qualified member of HKICPA or any other professional qualification
- At least 5 years' relevant accounting experience gained from sizable business/securities industry.
- Experience in audit firm is an advantage.
- Highly proficient in MS Office with knowledge in FlexSystem.
- A hands-on, proactive, well-organized and detail oriented leader and team player
- Able to work independently and meet tight deadline
- Good command in both spoken and written English and Chinese. Mandarin is an advantage





Sales Representative

Responsibilities:

- Responsible for telesales activities and to build rapport with customer
- Handle sales matter and to achieve individual sales targets on loans business
- Handle customer enquiries and loans applications in a professional and compliance manner

Requirements:

- Secondary education with minimum 1 year of sales experience preferably in financial industry
- Experience in loans products would be an advantage
- Excellent customer service skills and have ability to resolve customer problems efficiently and effectively
- Strong interpersonal and communication skills in both English and Chinese
- Aggressive, self-motivated and mature with positive attitude
- Customer orientated & could work under pressure

