

Assistant Finance Manager

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Assistant Finance Manager page is loaded Assistant Finance Manager Apply locations Indonesia-8x8 Asia time typeFull time posted on Posted 2 Days Ago job requisition idR407 At 8x8 Inc. (Nasdaq:EGHT) we put communications at the heart of our business and build technology that allows people to connect anytime, anywhere they are in the world, and on any device.XCaaS- the 8x8 Experience Communications Platform - brings together Employee and Customer Experience, enabling hybrid workforces across the globe to connect, collaborate, and delight customers, while providing businesses with real-time communications analytics, intelligence and unique insights. Learn more on our company website at www.8x8.com follow our pages onLinkedIn , Twitter, Facebook and Instagram . At the Job8x8 is offering an exciting opportunity to work in an international environment that allows personal and professional developments and the opportunity to learn and evolve in the Company based on performance and achievements.We are looking for a dynamic Assistant Finance Manager to be based in our Indonesia office, with focus on credit collection, and entity control and internal reporting to Corporate Headquarters.Main Responsibilities:Billing and Credit CollectionManage Indonesia collection process, including monitoring overdue accounts, initiating collection actions, and ensuring timely payment from customer to achieve country monthly collection target. Support Government tender requirements, such as notarial deeds, ministry approval, financial statement and banker guarantee for smooth processes and timely billing and collection. Work with legal to review any finance related terms for customer contracts.Evaluate and assess creditworthiness of new and existing customersCommunicate with customers and internal parties on any billing disputes for timely

closure. Lead monthly collection meeting with Sales Team to discuss any collection issues and recommend remediation for resolution. Oversee and support AR Accountant for timely data input to Tax portal for VAT and issuance of tax invoices. Support download and reconciliation of SMS Traffic Data and Interface to SAP B1 Accounting System for monthly billing. Ensure timely collection of W-Tax certificates. Tracking and updating of receipts to SAP B1 accounting system and customers' usage portal Review and ensure timely creation and data accuracy of all Business Partners in SAP B1 accounting System. Maintain good relationship with customers finance to understand any specific billing requirement to facilitate smooth process. Assist in streamlining and improving the accounts receivable process to enhance effectiveness and efficiency in debt recovery Reporting Support monthly account reconciliations and schedule for AR and revenue related GL accounts (e.g. Revenue, Accounts Receivable, Deferred Revenue, Unbilled A/R) Work with AR Accountant on weekly / monthly journals and adjustments. Prepare AR Aging and Roll Forward reports. Handle Bank Reconciliation and weekly / monthly cash position report. Coordinate with GL team for quarterly cash forecast and monthly refresh. Review and approve journal entries and financial reporting package for accurate and timely reporting to corporate headquarters. Analysis on revenue trend and collection performance metrics Statutory and SOX Compliance Support SOX control processes and documentation, and reporting and sampling request for compliance review. Coordinate with external auditors to ensure proper compliance with all regulations for group and statutory audit and filing timeline. Work with Tax team on any tax queries / tax audit by the authority. Experience & Requirements 5 – 7 years of relevant experience in similar position with a medium to large organization Prior experience in audit and/or SOX knowledge will have an added advantage. Knowledge of local statutory and tax regulations is required. Good command of English language, both written and spoken Willing to hands-on and able to multi-task and cope with tight deadlines A strong team-player with excellent communication and interpersonal skills to engage effectively at all levels. Proficiency in MS Office applications (Word, Excel). Knowledge of SAP will be advantageous. Qualification: Degree in accounting, Finance, ACCA or equivalent. CPA preferred. 8x8 is proud to provide equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. For 8x8 jobs located in the US: 8x8 participates in the E-Verify program. View the Participant Poster in English | Español. View the Right to Work Poster in English | Español. We also provide reasonable accommodation to individuals with disabilities

in accordance with applicable laws. Learn more or email us at careers@8x8.com (Include "Reasonable Accommodation" in the subject line) For European Job Applicants our Job Applicant Privacy Notice can be found here . Welcome! About Us At 8x8 Inc. (Nasdaq:EGHT) we put communications at the heart of our business and build technology that allows people to connect anytime, anywhere they are in the world, and on any device. XCaaS - the 8x8 eXperience Communications Platform - brings together Employee and Customer Experience, enabling hybrid workforces across the globe to connect, collaborate, and delight customers, while providing businesses with real-time communications analytics, intelligence and unique insights.

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