



Would you like to join a human-sized company, where personal and professional capabilities are recognized ?

Then join us at **SG GROUP**, an independent and privately held firm of international corporate advisers, specializing, for over the last 35 years, in the provision of global services for individual and corporate clients, including domiciliation, management and tax advice.

In view of strengthening our team, we are currently looking for an

***ASSISTANT TO THE COMMISSAIRE AUX COMPTES
(M/F) FULL TIME AND/OR PART TIME***

Your role:

- Collection and verification of all documentation necessary to the preparation of the accounts
- Drafting annual accounts for the commissaire
- Creation of legal documentation in relation to the audited accounts
- Liaising with the corporate and the accounting departments
- Keeping the different follow-up charts updated
- Proofreading the final reports before they are sent to the clients
- Organizing proper filing and archiving of the audit documentation
- Performing commissaire aux comptes reviews

Your profile:

A motivated and dynamic individual who will have:

- A basic but sound knowledge of Luxembourg accounting rules
- An academic background in Finance, Accountancy or Economics
- At least 2 years of experience within a fiduciary or audit firm in Luxembourg
- Fluency in German, English and French (written and spoken) is considered a **MUST**; a good knowledge of any additional language would be considered as an advantage
- Good knowledge of MS applications
- Good self-organization skills and keen attention to details
- Able to work on own initiative
- Ability to manage priorities and meet deadlines and being pro-active



We offer:

- A broad range of diversified assignments
- Employment contract for an undetermined period
- Level of salary linked to your work experience and capabilities
- Performance bonus and extra-level advantages
- Career development perspectives
- Possibility to prepare your membership to the OEC

Please send your application letter and detailed CV by e-mail to Mrs Kim SCHMIT:
k.schmit@sgluxembourg.eu



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