



Finance Allrounder with a focus on Controlling (f/m/d)

High quality standards are a matter of course for you and you have a good understanding of business contexts? Do you enjoy working independently and appreciate a broad and varied range of tasks? Then you've come to the right place!



Graz



Part-time / full-time

TimeTac is a continually growing and innovative software company with a focus on developing and providing web-based and mobile time tracking solutions. We maintain a modern, open corporate culture with a strong vision and a great working atmosphere in which creative thinking is encouraged. The products of TimeTac are among some of the leading cloud applications in the categories of time tracking and absence planning solutions.

Your future Role

- You will prepare actual reporting as well as analyses and evaluations for monthly and annual financial statements (P&L, balance sheet). You will bring in your business know-how and identify potential for optimization.
- Your tasks will also include preparing reports and evaluations for our investors.
- You will assist with budget planning, forecasts, target/actual comparisons and will create ad hoc analyses.
- As an interface, you will support controlling and accounting for future locations abroad and contribute to group consolidation, always with an eye on regulatory requirements.
- You will be responsible for tax reports and the Know-Your-Customer (KYC) process and help with Environment-Social-Government-Reporting (ESG).
- With your hands-on mentality, you will represent our accounting department if necessary and solve complex issues as required.
- You will work on process optimization projects - such as subscription management - and contribute to the introduction of new IT tools.
- In this role, you will report directly to the Chief Financial Officer (CFO).

Your Skills

- You have a degree in economics (FH/Uni/TU) or several years of comparable professional experience.
- You have at least three years of experience in finance, although it is not expected that you have in-depth experience in all areas of responsibility.
- You have accounting know-how in accordance with Austrian law and ideally also have experience as an interface to foreign locations.
- Fluent written and spoken German and English are required. If you also speak Spanish, that would be an extra bonus.
- Your personality is characterized by a high affinity for IT and you have very good Excel skills.
- You enjoy working in an agile environment and are characterized by an independent, precise and analytical way of working.

This may inspire you

- a modern office in the city center of Graz
- flexible working time models
- mutual appreciation and respect
- possibility to work up to 2 days per week remotely
- 4 € food voucher for ever day in the office
- continuous learning culture
- multicultural team with great teamspirit
- initiatives for mental and physical fitness

We welcome applicants of any gender and origin to become part of the success story of our highly motivated team.

For this role, we provide a minimum gross annual salary of € 44,450 (ST1 Einstiegsstufe) in accordance with our IT collective agreement. This applies to a full-time position of 38.5 hours per week and requires a minimum of 3 years of relevant professional experience in Finance. This position is available as a full-time or part-time position (starting from 25 hours per week).

Individual qualifications and experience relevant to the open position will be considered for the salary, and there is a clear willingness

to overpay.



Your Contact
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