



04/2021

IRU is the global industry association for road transport, driving the sustainable mobility of people and goods across the planet.

Our rapidly evolving and dynamic organisation in Geneva is looking for a

Senior Manager - Finance

JOB SUMMARY

Reporting to the Director - Corporate Services, the incumbent is responsible for planning, implementing, managing and controlling all financial-related activities of IRU. This will include direct responsibility for accounting, finance, forecasting and planning, financial performance modelling, financial portfolio management and relationships with external stakeholders (bank, asset managers, auditors, IRU members).

RESPONSIBILITIES

Leadership

- Manage and lead the team (Accounting, Financial Planning & Analysis and Insurance teams).
- Manage performance, motivation and development with a focus on project management competencies
- Grow the technical and business development skills of the team and delegate as appropriate
- Define a training & development plan with relevant team members
- Foster IRU culture and values, behaviours & competencies
- Develop culture of success metric, continuous measure and review check-points
- Create a team spirit and willingness to collaborate
- Manage resource allocation

Finance

General

- Direct and oversee all aspects of the Finance & Insurance functions of the organisation, set the objectives and design the appropriate structure and processes to meet the objectives
- Implement the necessary financial tools to improve the quality, accuracy and efficiency of the finance department.
- Prepare all financial presentations for internal and statutory meetings (General Assembly, Presidential Executive, Finance Commission)
- In coordination with the Director – Corporate Services, liaise with some key IRU stakeholders such as auditors, banks, asset managers, insurers, IRU members, etc.
- Propose finance-related recommendations to the Director – Corporate Services
- Be a member of IRU Compliance Committee

Financial Planning & Analysis

- Provide recommendations to strategically enhance financial performance and business opportunities
- Manage processes for financial forecasting, budgets and consolidation and reporting to the management.
- Prepare and provide, with the support of Business Lines, timely and accurate analysis of budgets, financial performance and forecasts
- Establish and maintain strong relationships with Business Lines to understand and clarify their needs and seek full range of business solutions
- Conduct reviews and evaluations for cost-reduction opportunities

Financial reporting and Tax compliance

- Ensure that effective internal controls are in place and ensure compliance with GAAP and applicable federal, state and local regulatory laws and rules for financial and tax reporting
- Oversee the preparation of the audited financial statements and all audited reports deemed necessary
- Oversee the efficient implementation of finance-related processes, such as invoicing and collection, payments, etc.
- Oversee all tax-related matters

Cash and portfolio management

- Monitor and advise on the allocation of IRU financial portfolio to optimize return and risk.
- Monitor cash flow and bank thresholds to optimize cash management

Insurance

- Supervise the insurance department
- Ensure the proper management of insurance risks
- Ensure the efficient performance of the TIR insurance scheme
- Ensure the accuracy and efficiency of insurance-related information provided to key partners of the organisation

QUALIFICATIONS

- Master Degree in Accounting or Finance, MBA and/or CPA or equivalent highly desirable
- 15+ years in progressively responsible financial leadership roles
- Excellent communication and presentation skills is a must
- Excellent command of English and French is a must, Russian is a plus
- Swiss Citizenship, Swiss valid permit or EU Citizenship

COMPETENCIES, SKILLS & BEHAVIOURS

- Strong and broad finance expertise
- Strong business acumen
- Proficient user of finance software
- Strategic thinker with strong analytical, problem solving and project management skills
- Lead by example: be a trusted leader by showing accountability & empowering others
- Fosters winning culture by encapsulating our 10 IRU Competencies & Behaviours fully
- Ability to influence & inspire our internal and external stakeholders
- Promote project management approach to monitor and drive and progress actions
- Keen to develop emotional intelligence: self-awareness, empathy, managing self and relationships with others
- Proactively driving IRU agenda both dealing with day to day operations and shaping long term strategic objectives
- Cross-functional collaboration ensure participation of relevant departments to ensure success

If you are interested in this exciting opportunity, please send your CV and motivation letter in English via LinkedIn or directly to hr@iru.org, indicating your interest and why you believe you are the right fit for the position. Your most recent CV would also be very much appreciated.