“Your employment in the Church is not a calling, but it is more than a job.”

你任職於教會, 這不是一項召喚, 但卻又不僅是一份工作而已。

- Elder David A. Bednar 大衛·貝納長老 -

### Accountant 會計專員

<table>
<thead>
<tr>
<th>Vacancy</th>
<th>Full time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department</td>
<td>Finance and Records Department</td>
</tr>
<tr>
<td>Location</td>
<td>Taipei, Taiwan</td>
</tr>
<tr>
<td>Post Date</td>
<td>October 8, 2015</td>
</tr>
</tbody>
</table>

**Have you ever thought you could use your profession to help move the Lord's work forward?**

- Do you have experience in accounting?
- Do you long for an opportunity to engage full-time in the Lord’s work, using your professional experience to serve Our Heavenly Father and His children?

**If you do, please apply** as soon as possible!

The Lord needs righteous servants like **YOU** to be on His errands!

**Job Description**

- Assist the Finance Supervisor to perform and manage all the accounting functions in Taiwan, including accounts payable, receivable, reconciliation, government reporting etc.
- Assist the Finance Supervisor to compile and analyze financial reports and provide insights to the management team
- Work closely with other team members to serve the local leaders on matters related to local unit finances
- Ensure all the Church financial matters comply with the local law and the Church general policies
- Generate reports by using different electronic systems timely and accurately
- Assist the Finance Supervisor to identify possible risks by working with the financial team in Asia, and implement precautionary measures
- Work with the Finance Supervisor to document, implement and improve processes
- **Coordinate accounting matters with other departments and the Area Finance & Records Department in Hong Kong**

**Requirements**

- Worthy to hold a Temple Recommend
- Bachelor’s degree in Accounting with at least 4 years’ relevant experience preferred
- Knowledge and ability to handle full set of accounting books is a must
- Strong quantitative and analytical ability, able to provide insight and propose changes for improvements
- Ability to communicate in English in business setting, verbal and written
- Excellent interpersonal skills, able to provide training, communicate effectively and politely with Church leaders, external business associates and Church workforce on Church policies, local regulations and internal processes
- Proven records to deliver results by working effectively with all levels of management

**Qualified Church members please send your resume to Sister Flora Ho at floraho@ldschurch.org on or before October 29, 2015**