



STARTUP  
BANGLADESH  
LIMITED™

## Startup Bangladesh Limited

Bangladesh Computer Council

Information and Communication Technology Division

ICT Tower (1<sup>st</sup> Floor), Plot: E-14/X Agargaon, Dhaka | Email: info@startupbangladeshvc.gov.bd



### JOB OPPORTUNITY

**Startup Bangladesh Limited** is a venture capital company wholly owned by ICT Division, The Government of Bangladesh.

**Position:** Financial Controller, Operations

**Description:** Startup Bangladesh Limited is a forward-looking company that aims to catalyze a startup revolution in Bangladesh. The Company is seeking a Financial Controller who will be tasked with overseeing day-to-day accounting functions, integrating finance operations, forecasting and budgeting, handling tax matters, preparing financial reports, and ensuring organizational financial stability.

**Report to:** Chief Financial Officer (CFO)/Managing Director

#### PRINCIPAL JOB ROLE/ACCOUNTABILITIES

- Manage all accounting operations including Billing, A/R, A/P, GL, Cost Accounting, Inventory Accounting and Revenue Recognition
- Coordinate and direct the preparation of the budget and financial forecasts and report variances
- Prepare and publish timely monthly financial statements
- Coordinate the preparation of regulatory reporting specially audit report and government led annual report.
- Research technical accounting issues for compliance
- Support month-end and year-end close process
- Ensure quality control over financial transactions and financial reporting
- Manage and comply with government reporting requirements and tax filings
- Develop and document business processes and accounting policies to maintain and strengthen internal controls
- Additional controller duties as necessary

#### Job Requirements:

- Proven working experience as a Financial Controller
- Strategic planning and exceptional numerical proficiency
- Good communication skills
- Strong leadership qualities
- Advanced degree in Accounting
- CA or CMA or ACCA or relevant qualification
- Thorough knowledge of accounting principles and procedures
- Experience with creating financial statements
- Experience with general ledger functions and the month-end/year end close process
- Excellent accounting software user and administration skills
- Experience in ERP or relevant software
- Knowledge on Supply Chain Management will be an added advantage

**Minimum Education required:** Master's Degree in Accounting or equivalent

**Years of Experience:** 8+ years of overall combined accounting, finance and auditing experience

**Location:** Dhaka, Bangladesh.

**Compensation:** Commensurate with experience

**Application Procedure:** Interested candidates may apply with detailed CV including a cover letter sending email to [info@startupbangladeshvc.gov.bd](mailto:info@startupbangladeshvc.gov.bd) by **24/01/2021** mentioning subject as 'Application for the position of Financial Controller-Operations' drawing Attention of Managing Director and CEO.

Date: January 10, 2021

Memo: 56.01.0000.043.11.010.20-106

F. Jabeen  
Managing Director & CEO