

## 駿業國際

香港九龍九龍灣宏光道 1 號億京中心 A 座 10 樓

### **SBC INTERNATIONAL**

10/F., Tower A, Billion Centre, 1 Wang Kwong Road, Kowloon Bay, Kowloon, Hong Kong

### **SBC International – We have the way to be SUCCESS**

SBC International is a professional corporate consultant and company formation organization in Hong Kong, Mainland China and overseas. Founded in 1995, SBC has now many service points in Hong Kong and the major cities of the Mainland China situated at the major cities and prosperous business districts with a total service point area over 150,000 sq.ft. supported by a professional service team of over 400 staffs. SBC has now exceeded 200,000 clients since it has commenced business and therefore it is trusted by many Hong Kong, Mainland China as well as overseas clients as a reliable and reputable service provider. To facilitate our ambitious development in the region, we are now seeking high caliber individuals with firm commitment to fill the following positions:

### **SBC CPA LIMITED (Authorized Employer registered with HKICPA)**

#### **Practising Director (41k + with incentive bonus)**

The Job:

- Review the working files of audit engagements
- Responsible for the issuance of auditors' reports
- Give assistance in designing audit programs and manuals in compliance with HKICPA's standards and regulation

The Candidate:

- A member and practising certificate holder of HKICPA
- At least 5 years of experience in Auditing in various industries
- Able to work under pressure and independently while meeting deadlines
- Detailed knowledge of auditing standards and strong analytical skills

#### **Audit Manager / Audit Supervisor (30k + with incentive bonus)**

The Job:

- Coordinate the flow of assigned accounting and auditing work
- Follow up the accounting, auditing and taxation services with clients
- Handle ad-hoc assignments

The Candidate:

- Higher Diploma or Above in accounting or relevant qualification
- Minimum 2 years working experience in audit field
- Able to work independently and communicate effectively with clients
- Able to meet deadlines and eager to accomplish higher goals
- Effective problem-solving and facilitation skills
- Good command of written and spoken English, Cantonese and Mandarin

### **Audit Technical Accountant (Technical Officer) (23k+)**

#### The Job:

- Review accounting / audit files
- Organize Accounting / Auditing / Taxation trainings for internal staff
- Prepare the training materials
- Responsible for updating accounting & auditing standards and tax ordinance and regulation announced by the government departments and other related organizations
- Handle ad-hoc assignments

#### The Candidate:

- Tertiary qualification in Accounting or related disciplines with at least 3 years of working experience in Auditing
- Strong presentation, interpersonal and organizational skills
- Good problem-solving and facilitation skills
- Detailed knowledge of Accounting and Auditing as well as strong analytical skills
- Able to work under pressure and independently while meeting deadlines

### **Accountant and Auditor (Salary starting at 15K)**

#### The Job:

- Handle full set of accounting / auditing assignment
- Prepare audit financial statements and auditors' reports
- Handle ad-hoc assignments

#### The Candidate:

- Diploma holder or above in Accountancy
- Able to work independently while meeting deadlines
- Knowledge of Accounting Software
- Recent Graduate will be considered

## **SBC INTERNATIONAL**

### **Sales Executive (17.6K+ with Incentive bonus)**

#### The Job:

- ◇ Handle service enquiries raised by clients
- ◇ Maintain and develop our customer base
- ◇ Responsible for achieving sales target

#### The Candidate:

- ◇ F.7 or above with at least 1 year telesales or customer services experience
- ◇ Initiative, independent and good interpersonal skills
- ◇ Good command of spoken and written English and Chinese including Mandarin
- ◇ Recent Graduate will be considered

### **Administrative Clerk**

#### The Job:

- ◇ Perform daily clerical duties including filing, data input and document preparation
- ◇ Perform general administrative duties

#### The Candidate:

- ◇ F.5 or above with at least 1 year experience in an office environment
- ◇ Good command of Cantonese, English and Mandarin
- ◇ Proficiency in MS Office, Chinese typing(倉頡/速成) and English typing
- ◇ Good interpersonal and communication skills
- ◇ Recent Graduate will be considered

We offer successful candidates an attractive remuneration package including 5-day work, year-end bonus, public holiday off, annual leave and MPF. Interested parties please send curriculum vitae with full career detail, salary history, availability and expected salary with the corresponding position reference number in WORD format by email to **personnel@sbc.com.hk** for interview.  
(Personal data collected will be used for recruitment purposes only)