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:: *nurturing* future leaders
and global citizens ::

ACS (International)

Finance & Admin Manager

ACS (International) Singapore is part of the prestigious ACS family of schools whose proud legacy reaches back to 1886. Opening our doors in 2005, ACS (International) serves both local and international students, with a diverse mix of 30 nationalities. Our students are preparing for IGCSE and IB Diploma qualifications.

ACS (International) is looking for a qualified F&A Manager who is resourceful playing a critical strategic role in managing the School's financial, administration and operation matters. We believe that collaboration and highly motivated is paramount to role. Therefore, we are looking to appoint an individual who is a team player, enthusiastic and creative.

We are looking for someone who:

- is a CPA qualified individual with a recognized degree in Accountancy or other equivalent qualifications with at least 10 to 15 years of relevant experience;
- has excellent verbal communications and listening skills to interact with various stake holders;
- has excellent written skills with strong time management and organizational ability;
- can work well in a team and individually;
- can prioritize responsibilities in a fast-paced work environment;
- is willing to be flexible and undertake further training / development opportunities;
- respects that the school is founded on and adheres to Christian (Methodist) values;

Benefits:

- a professionally stimulating environment, working alongside motivated colleagues from around the world;
- continuing professional development;
- competitive salary package (commensurate with experience).

Applications to recruiting@acsinternational.edu.sg must be accompanied by a covering letter, a C.V. (including SKYPE address), a completed application form and names (including telephone numbers and email addresses) of two referees.

Shortlisted candidates will be contacted by email for further details and to schedule an interview.