



Alter Domus Financial Reporting Services (ADFRS) is one of the leaders in financial statement preparation for third parties in Luxembourg. **Alter Domus Financial Reporting Services**, a subsidiary of **Alter Domus**, specializes in the compilation of financial statements for investment funds.

As an independent firm, **Alter Domus** is one of the leaders in the fields of corporate administration and management services in Luxembourg. Over a period of twenty years, our team of more than 350 employees has developed adequate competencies to provide our services to individuals and institutionals, comprising multinational sized groups and private equity firms. We are present in Europe, Asia and in The United States.

For more information, please visit our website: www.alterdomus.com

To face our growth, we are looking for:

A Financial Reporting Advisor or Junior (w/m)

Your mission:

- You ensure the preparation of financial statements for mainstream funds of international banks or fund administrators in conformity with Lux Gaap, US Gaap and/or IFRS;
- You ensure the coordination and the follow-up of the process (client, auditor, translator,...) based on a detailed timetable;
- You participate in the preparation of various reporting for Alternative Funds;
- You guarantee the quality of the accounting data and the reporting by a critical analysis;
- You participate in the definition and the documentation of plans and accounting procedures;
- For designated reporting, you provide subject matter expertise (eg : TER; PTR,...);
- You participate in various projects including our new IT platform project;

Your profile:

- Degree level (BAC + 3) or academic (fourth-year university level or Master degree level), preferably in accounting, economics or finance;
- Fluency, written and spoken, in English/French. German is a plus;
- An experience at least 5 years in fund reporting or fund accounting or in an audit firm;
- Communication, analytical and organizational skills;
- Team player;
- Good knowledge of the computing tools: Excel, Word, Business Object.

We offer you the possibility to work in a young and dynamic setting and to benefit from an adapted training all along your career.



How to apply:

Please email your cover letter and curriculum vitae to hr.Recruitment@alterdomus.com you may also mail your documents to this address:

Alter Domus
Mr Gerald Arneodo
Human Resources Department
BP 2501
L - 1025 Luxembourg

Our recruiting process, like your entire career, is considered a shared responsibility. During interviews you will have the possibility to discover the company and your future colleagues. We will seize the opportunity to know you better.