



INSTITUT JANTUNG NEGARA  
National Heart Institute

We are looking for suitable and qualified **EXTERNAL** candidate for the following position:

## **SENIOR EXECUTIVE, MANAGEMENT ACCOUNTING UNIT FINANCE DEPARTMENT**

### **Responsibilities**

- Responsible for preparing periodic Planning / Budget / Forecasting / Estimate.
- Responsible for performing Cost Accounting, Controlling, Pricing, Packages and Services Coding.
- Responsible for performing Capital Planning, Capital Project Accounting, Project Management and Project Approval.
- Responsible for monitoring the administration of Patient Services Database, Patient Charging Audit/Issues and Compliance.
- Undertake reviewing work processes, application automation, policies, procedure and guidelines contributing to the improvement and effectively carry out the work.
- Act as the focal person as an SAP expert user which contribute towards the improvement of work processes in other department.
- Reconcile FI vs COPA and run top down and investigate any unassigned amount in COPA and book accruals.
- Responsible for monitoring and administering analytics, for business and hospital information management decision support.

### **Requirements**

- Bachelor in Accountancy or relevant accounting professional certification.
- Preferably a member of the Malaysian Institute of Accountants.
- Knowledge in management accounting in healthcare heart related industry.
- Strong personal skills, meticulous and possess strong interest in numerical and financial analysis.
- Good communication and written skills and sound technical knowledge of applicable accounting standards and financial reporting requirements, tax and other related laws/compliances.
- Microsoft application especially Words, Excel, Advance Excel and Power Point is required.
- Knowledge and experience in SAP is an added advantage.
- At least more than 5 years' experience in related fields.

### **Closing Date**

13<sup>th</sup> January 2020

**Talent Acquisition Unit  
Human Capital & Organizational Development**

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**Note: All unsuccessful applications shall not be retained in our database.  
Only SHORTLISTED candidates will be contacted.**