

# Join our Team!



## Financial Controller (1-3 years of experience, part-time/ full-time)

 [@EMRobotics](https://www.facebook.com/EMRobotics)

 [@EMRobotics](https://twitter.com/EMRobotics)

### About the job

Eindhoven Medical Robotics develops high-precision autonomous surgical robots. The robot requires state-of-the-art real-time control and safety software to perform autonomous surgery, while adhering to the stringent requirements for medical devices.

You will be part of our Finance & Accounting Team which works together with external partners. As part of that, you will have the opportunity to get hands-on experience in accounting, admin and finance.

### Key responsibilities

- Project finance and control – Monitoring time registration and project costs, prepare periodic reports for subsidies, prepare suppliers and cost overviews
- Accounting and administration – Regular accounting entries in finance tool, expense reports, bank entries and reconciliation, monthly and quarterly reporting
- Forecast and actuals – Inputs for short- and long-term forecasting; updates on actual spending; budget vs actuals report and variance analysis
- Tax – Monthly BTW filing, WBSO forecast and actuals
- Purchasing and supply chain process - Order management, supplier database creation and maintenance
- Contracts and salaries – Assist HR in inputs for salary admin, review monthly payroll admin and process

### Requirements

- Works with integrity, ethics and respects confidential information
- Accurate and error free data entry and reporting
- Experience in working with MS Excel and willingness to work on financial tools/ dashboards
- Calm, diligent and able to manage non-uniform workloads
- Seamlessly working with EMRobotics team and partners
- Educational qualifications are preferred, but not a pre-requisite: Bachelor or Master in Accounting & Finance (completed or pursuing)

### Our offer

We are an Eindhoven-based company, located close to Eindhoven Central Station. We offer an informal and stimulating work environment with innovative products and high societal relevance. An attractive market-conform remuneration package with excellent benefits will be offered.

**Contact: [recruitment\[at\]emrobotics\[dot\]com](mailto:recruitment[at]emrobotics[dot]com)**