



Lub-rref (Bangladesh) Ltd.

(An ISO 9001:2015, 14001:2015 & OHSAS 18001:2007 Management System Certified Company)

Head Office: B-6 (Part) 9-10 & 23-24, BSCIC I/E, Block-A, P.O. Custom Academy, Sagarika Road, Chattogram-4219, Bangladesh.
Phone: +88-02-43151995, +88-02-43150035, +88-02-43150036 Fax: +88-02-43151091, E-mail: info@lub-rref.com

Corporate Office: Rupayan Trade Center, Space # 5 (7th Floor), 114 Kazi Nazrul Islam Avenue, Dhaka-1000, Bangladesh.
Phone: +88-02-55138710, Fax: +88 02 55138711, E-mail: infodhk@lub-rref.com

Position: Chief Financial Officer

Vacancy: 1(One)

Job Context: Lub-rref (Bangladesh) Limited is considered to be the most trusted & reliable national lubricants manufacturer and supplier of quality lubricants products in the Country, which facilitates and adds considerable value to its business processes in providing consistently high-quality products of international standards in the local market at a competitive price. In doing so the company shall endeavor to establish a loyal and mutually rewarding relationship with customers, employees, associates, and shareholders of the company. The company is a 9001:2015, ISOQAR 9001:2015, ISO-IEC 17025:2005, ISO 14001:2015 & OHSAS 18001:2007 certified company and a regular participant in ASTM inter laboratory cross-check program always maintaining high ethical and international quality standards. 'Lub-rref (Bangladesh) Limited' was formed by its founder Managing Director Mr. Mohammed Yousuf with a reputation for integrity, quality craftsmanship, and excellence in management. To attain the ultimate goal, we are searching **Chief Financial Officer (CFO)** having robust professional attachment and well experience in Lubricating Industry depending on the following Job Responsibilities and Job Specification;

Job Responsibilities:

- Analyzes financial statements, and prepares reports and recommendations to Top Management concerning financial performance.
- Overall responsibilities of management reporting covering all financial aspects.
- Good Knowledge about financial management, including financial planning, budget, and control to obtain the highest service advantage with a minimum cost impact.
- Monitor monthly performance reporting, financial statements and KPI's
- Factory Performance Evaluation and efficiency analysis.
- Understand taxation policy and lead organization tax planning to gain maximum tax benefits with adherence to compliance of all Laws, Rules & Regulations.
- Understand financial laws, tax implications, regulatory mechanisms around investments and advise management for necessary action to save cost & maximize gain
- Designing, implementing, controlling and supervising all types of finance, accounts & costing matters complaining regulatory policies-procedures, preparing up-dated MIS various reports, profit margin report, bank reconciliation for the management and BODs.
- Coordinate in preparation of annual budget, and Banking liability & overdue statement prepare.
- Submit monthly business result with variance analysis.
- Assure books/records and system are kept according to accounting standards
- Monitor Working Capital and Recommended improvement areas.
- Review financial statements to prepare consolidated financial statements periodically.
- Prepare, Co-ordinate and review annual budgets and its timely submissions.
- Oversee Corporate Insurance and Risk Management.
- Assess and evaluate financial performance of organization with regard to long-term operational goals, budgets and forecasts;
- Develop and maintain monthly operating budget and annual company operating budget.
- Develop management reporting/ analytical tools/ key indicators for accounts and finance section.
- Focus on cost saving, efficiency programs, Product profitability and Investment Analysis



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- Work with various department heads to upgrade internal controls, reporting systems, corporate policies & procedures and implementation of the same where needed.
- Ensure proper JD and KPIs are set for subordinates, evaluate staff performance and provide feedback, mentor for improvement, ensure discipline, identify training needs & facilitate training, and manage their career development.

Employment Status:

Full-time

Educational Requirements

- Master degree in Accounting with Preferred Professional Certification: FCA/ FCMA
- IBA, Dhaka University, University of Dhaka students will get preference

Experience Requirements

- At least 12-14 years wherein minimum 5 years working experience as CFO in any manufacturing listed company
- The applicants should have experience in the following area(s):
Accounts and Finance
- Incumbent should have practical experience with SAP
- The applicants should have experience in the following business area(s):
Spinning & Textile/ Oil/ Energy& Power sector. However, Lubricant sector will be given preference.

Additional Requirements

- Only males are allowed to apply
- In-depth understanding of operational issues and policy work at state, national and international levels;
- Sound and up-to-date knowledge of development concepts, methodologies and techniques including demonstrated expertise;
- Excellent management leadership skills as well as facilitation and capacity building for inter-linkages between Senior Officials and Management/ BODs;
- Must have knowledge about corporate finance, composite finance, SME finance, LC, LTR, UPAS LC, CC, Bank Guarantee, Business loan, Car loan, Personal Loan, Home Loan, all kind of term loan, funded or non-funded finance etc.
- Knowledge in GFET, import/export policy, TBML, CRM Policy, relevant circulars and guidelines (external and internal), loan documentation, etc.
- Conceptual, analytical, documentation and presentation skills;
- Proficiency in English language and a familiarity with the particular country environment as if effects development strategies;

Job location: Chittagong

Salary : Negotiable

Compensation & Other Benefits

As per company policy

Application Deadline: February 15,2022

Apply to: info@lub-rref.com or cs@lub-rref.com