

## Kaspersky Lab seeks new team players



### About Kaspersky Lab

Kaspersky Lab is a globally successful company with headquarters in Moscow, Russia, providing IT security products and services for companies and private consumers alike. The 2,700 employees worldwide are renowned for their extensive expertise and innovative approaches. At the Ingolstadt facility in Germany alone, Kaspersky Lab employs over 170 people.

We look forward to meeting you! Please send your detailed application including salary requirement (preferably by e-mail) to:  
[personal@kaspersky.de](mailto:personal@kaspersky.de)

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[www.kaspersky.de](http://www.kaspersky.de)

### Head of Finance & Administration, DACH (m/f)

#### Main duties & responsibilities:

##### Statutory Accounting, Tax, Legal & Cost Control

- Maintaining statutory accounting, tax and legal records of Kaspersky Lab Territory Office (TO)
- Ensure consistency between statutory and management accounts
- Liaising with the local management of the TO to ensure awareness of costs and budgets
- Manage the accounting team (4 employees)
- Ensuring administrative department costs are tightly monitored and under control
- Optimize use of global/functional policies, procedures and resources of the accounting and tax requirements of the TO
- Liaising with HR and legal staff to ensure all global and local policies and procedures meet local statutory employment requirements
- Deliver monthly and quarterly information for the headquarter
- Prepare financial analysis of projects and assist in financial justification
- Manage Cash Flow

##### Supporting function, Advisory to Local Management

- Assist in adherence to budget and other operational areas, flagging to HQ (Deputy CFO)
- Act as an advisor to TO budget holders to enable comprehensive budget control
- Managing the local office administration

#### Requirements:

- Degree in Finance or Economics
- Fluent German and English in written and spoken
- Minimum 5 years of experience in Finance/ Accounting
- Excellent communication skills
- First experience in people management
- Knowledge of German GAAP and IFRS
- Comfortable with MS Excel and basic skills on database
- High accuracy at work and conscientiousness
- Strong self-motivation and stress resistance
- Team player

#### We offer you:

A pleasant working atmosphere with many development potentialities in an expanding company, in which passion & creativity of your employees contributes to our success.

Our open business and management culture makes us strong and successful.