



Edwin McAuley Electronics Ltd ("EME") is a privately owned electronic manufacturing group with 850 staff in USA, Hong Kong and Dongguan, PRC. We have been operating successfully in Southern China since 1979 and maintaining complete teams of electronic, mechanical engineers as well as other supporting services. In Dongguan, we operate a self-owned manufacturing plant with comprehensive plastics and electronics production facilities.

EME focus on developing innovative products exclusively for its branded partners in Europe and USA. We employ the latest user interface and RF technologies to develop industry leading home automation and comfort products. Key products include irrigation and temperature control devices. Our products are of high value and are designed for easy installation; as such both design and manufacturing quality are of primary importance to our groups continued success.

EME is committed to the development of our staff and provides long-term career progression for talented employees.

Please find out more about EME at www.emehk.com

Assistant Accounting Manager

The job holder will report to Financial Controller and perform general accounting functions of subsidiaries in Hong Kong, PRC and US.

Responsibilities:

- To review monthly financial statement for PRC companies;
- To maintain and update costing related information on a regular basis;
- To prepare product costing analysis and cost control;
- To prepare inventory analysis and identify slow-moving inventory;
- To co-ordinate with various departments so as to make sure system work flow is being followed and suggest improvement;
- To assist in any other ad hoc projects.

Requirements:

- Degree holder with major in accountancy or relevant;
- At least 3-5 years working experience, working exposure in PRC / manufacturing environment is essential;
- Good communication skill;
- Proficient in MS Excel;
- Proficient in SAP is advantageous.

We place much emphasis on the career development of our employees, respect the worthiness of individual contributions and expect strong commitment to performance excellence. We offer 5 days work per week, competitive remuneration package and fringe benefits including year-end and mid-year bonuses, medical scheme, life & accident insurance etc to the right candidate.

Interested parties please send full resume stating current salary, expected salary and availability to: hr.application@emehk.com

All information received will strictly be kept confidential and be used for employment-related purposes only.