



## VACANCY FINANCIAL ASSISTANT (24-32 HR/WK)

We are looking for a Financial Assistant for our Finance department at the head office in Gilze, the Netherlands.

### **Our company**

Axon Digital Design is specialized in development, manufacturing and selling of professional audio- and video equipment, specifically designed to serve the broadcast industry and its related industries. Some of our customers are Sky, BBC, NEP Broadcast Services, TF1. The head office of Axon is located in Gilze (NL). We have sales offices in England, Germany, France, China and Singapore and we work closely together with dealers worldwide.

### **Your position**

As a Financial Assistant you are responsible for the international financial administration of Axon Digital Design. Your tasks include credit administration, ledger and asset management, profit and loss accounts, balance sheet accounts, VAT / IT declarations, delivery and management of various periodic reports. You also offer support with monthly and annual closing and you are involved in internal process improvements.

### **Your qualifications**

- Bachelor degree, HEAO BE or S.P.D.;
- several years of experience in a similar position;
- knowledge of administrative processes;
- knowledge of Office applications;
- knowledge of Exact is an advantage;
- you are accurate and structured;
- you can work both independently and in a team;
- you have strong analytical skills;
- you are customer-oriented and quality driven;
- good communicative skills in Dutch and English, both verbally and in writing;
- living in the Netherlands.

### **Our offer**

- a challenging position in a dynamic working environment with short lines of communication;
- a varied job with responsibility;
- flexible working hours;
- a good salary with social benefits;
- travel allowance, pension plan, study budget.

### **Join the team, apply now!**

Are you interested in this position and do you meet the qualifications, please send your motivation letter and resume to [hr@axon.tv](mailto:hr@axon.tv)