



## **JOB DESCRIPTION**

**POSITION TITLE:** Financial Controller  
**BUSINESS UNIT:** Mexico and Central America  
**LOCATION:** Mexico City  
**REPORTS TO:** MD, Mexico and Central America  
(dotted line to Head of Finance LATAM)

### **OVERVIEW:**

Leading global operator specialised in the complete management of solar and wind assets for the generation of electricity is looking for a Financial Controller.

### **RESPONSIBILITIES:**

As part of the Mexico and Central America team this position will be accountable for the following tasks:

- Oversee all accounts and investments for the Business Development Mexico and Central America unit.
- Ensure that all financial transactions are properly recorded, filed, and reported.
- Prepare monthly and annual reports to identify results, trends, and financial forecasts in accordance with FRV practice.
- Provide monthly variance analysis and comments on significant deviations from the budget/forecast
- Manage cash flow by tracking transactions and regularly reviewing internal reports.
- Control and approve payments on bank platforms.
- Oversee all human resources related activities
- Control and ensure compliance with social security authorities and Labor Reform.
- Supervise compliance of main vendors regarding Labor Reform requirements and documentation.
- Ensure Mexican companies comply with all the mandatory filings by Law.
- Develop budgets and financial plans for the company based on FRV practice.
- Collaborate with the Auditors to ensure proper compliance with all statutory requirements and to timely report the year-end accounts to the Group Controller department and to the Local Statutory authorities.
- Support the Tax advisors in all the tax calculations for the Investments providing adequate and reliable information.
- Manage any differences between Group reporting and Statutory reporting for all the Investments.
- Monitor financial reporting covenants of financed projects and ensure full and timely compliance.



- Supervise and manage financial department staff.
- Motivate and lead finance team members by clarifying roles and providing helpful feedback
- Create systems to prevent errors in data collection and calculations
- Control and supervise payroll calculations and payment
- Report to the Head of Finance with timely and accurate financial information
- Assist the Head of Finance in presenting reports to senior executives, stakeholders, and board members
- Other ad-hoc duties.

**QUALIFICATION AND EXPERTISE:**

- Bachelor's degree or master's degree in accounting, business, economics, finance, or a related field
- 3 - 4 years of experience in the same position (previous experience in the Renewable Energy industry is a plus) in an international business environment; management experience.
- Ideally with experience in a Big 4 company
- Proficient in Microsoft Office and English. SAP knowledge is considered a plus.
- English, Spanish

**SOFT SKILLS:**

- Analytical
- Problem-solving
- Proactive
- Team spirit