

PROJECT CONTROLLER (M/W)



Are you passionate about sustainability and willing to make a real difference for the future? Do you want to be a part of innovative projects where you can express your problem-solving skills? Are you interested in gaining international experience and advancing your career?

So, welcome to Interholco!

Since close to sixty years, Interholco has been advancing its leadership in the sustainable management of forests.

With both its FSC certification and its values of technological excellence and human development; the Interholco group (IHC) produces and distributes, through its subsidiary IFO, logs, lumber and other finished wood products from Africa's forests as well as several product lines from its trading department.

IFO (Industrie Forestière de Ouesso) responsibly manages a forest concession of around 1.1 million hectares in Congo Brazzaville and keeps on growing thanks to the commitment, expertise, and diversity of its 1'000 team members.



OVERVIEW

As a Project Controller, your ultimate goal is the success of a great industrial project which is crucial for the growth of our company. A key success factor in the project lies in the degree of professionalism and organization with which it is administered every single day.

YOUR LOCALIZATION

You will be evolving in our offices, adjacent to our industrial site in Ngombé, in the north of Congo Brazzaville. There, you will be a part of our motivated, multicultural, and multidisciplinary team.

YOUR RESPONSIBILITIES

Reporting to both the CFO and the Project Manager, partnering with a Management Controller, you will :

- Keep project financial data up to date and ensure the transparency of the financial situation (current information, future estimates, development scenarios).
- Manage cash flow and monitor and feed databases with great precision and attention to detail.
- Determine critical financial gaps (objectives vs. actual), analyze their causes, and assess the implications for the project.
- Organize regular project meetings, crucial for the coordination and constant monitoring of project plans.
- Be responsible for all invoices: processing, validation, analytical allocations (depending on the reporting structure defined beforehand), and input (by the Accounting Department).
- Monitor the execution of contracts/orders and ensure that the supplier provides all the necessary documents for importation. Follow up on suppliers, if necessary.
- Receive and control the delivered goods (transport conditions, service compliance).
- Ensure that all project documentation is created, verified, archived in a methodical and systematic manner.
- Be responsible for the translation of project monitoring into the local accounting system, as well as monitoring and updating the list of current purchases, payments, and comparisons with the planned budget.
- Manage stocks and regular inventory of materials intended for the project.



- Serve as support to the Project Manager in the control and distribution of documentation to all internal and external stakeholders.
 - Serve as support to the CFO through various tasks, as they come up.
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YOUR SKILLS AND QUALIFICATIONS

- High attention to detail and organization.
 - Discretion - the ability to manage and maintain the confidentiality of important documents.
 - Ease of connecting with internal and external stakeholders and ability to collaborate transversally.
 - Excellent ability to communicate through all possible channels.
 - Autonomy, flexibility and adaptability.
 - Can-do attitude and high sense of accountability and integrity.
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YOUR PROFILE

- Bac +2 or any higher education in commerce, project management, business administration.
 - Perfect command of Word, Excel, Powerpoint, and if possible Sharepoint.
 - Perfect command of French.
 - Successful experience in managing budgets and projects.
 - Ability to anticipate problems and propose corrective actions.
 - Ability to create communication supports or documentation.
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YOUR AVAILABILITY

January 2022 (flexible).

WHY JOIN US

- You receive an attractive, comprehensive compensation package.



You are more than welcome to relocate in our residential complex located in a picturesque landscape, at a stone's throw from our industrial site. It includes modern, fully-serviced villas and such facilities as cable TV, high-speed internet, 24/7 open restaurant, swimming pool, fitness room, tennis court. All exclusive and free-of-charge.

- You receive a 2-year contract, with a possibility of extension (for joining other projects we have in the pipeline).
- You experience a unique adventure enabling you to be a part of sustainable development and shape the future.
- You accelerate your professional growth by acquiring new skills and/or activating best practices in our focus areas, from project management to protecting the environment.

HOW TO JOIN US

We welcome your interest in the form of a CV and letter at HR@interholco.com

