

Deputy General Manager, Finance & Purchasing – Job Description

Company	EDF Datang (Sanmenxia) Urban Heating Co., Ltd.	Work Place	Sanmenxia, Henan	
Job Title	DGM, Financial & Purchasing	Report To	General Manager	
Job Level		Contract type	CDD	CDI
Job holder	Chen Ang	Filling Date		

Main mission

- Participate in the company decision process as member of the executive committee
- Ensure the integrity of financial management and reporting of the company'
- Ensure efficiency and compliance in purchasing management
- Manage the Internal Control and risk assessment process of the company
- Optimize the cash management of the company

Main Responsibility

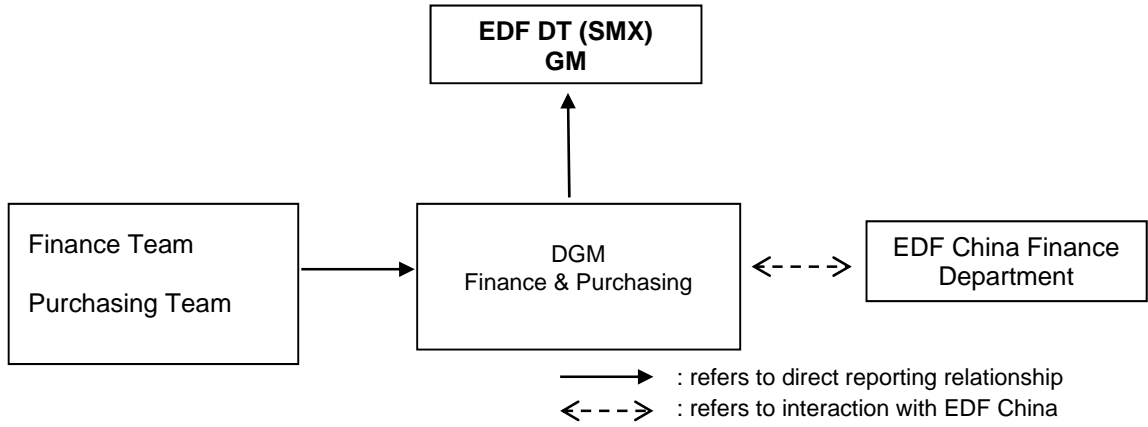
- Operation
 - Participate in key decisions as a member of the executive management team
 - Manage the Finance and Purchase Departments
 - Oversee the financial operations of the company
 - Oversee the company's transaction processing systems
 - Arrange and supervise the fee collection
 - Establish and implement the financial procedures and operational best practices
 - Provide financial and tax guidance on daily operation
 - Establish the purchasing procedures & oversee their implementation
 - Supervise the procurement process and contract formation
- Planning
 - Assist in formulating the company's future development and tactical initiatives
 - Monitor and direct the implementation of strategic business plans
 - Develop financial and tax strategies
 - Manage the budgeting & reforecast processes, implement budget control
 - Develop performance measures that support the company's strategic direction
- Financial information
 - Oversee the issuance of financial information
 - Ensure proper financial reporting to EDF China
 - Report financial results and financial related issue to the board of directors
- Funding
 - Monitor cash balances and cash forecasts
 - Arrange for debt financing, maintain banking relationship
 - Plan and coordinate the equity financing
 - Cash management

<p>➤ <u>Internal Control and Risk Management</u></p> <ul style="list-style-type: none"> ▪ Review the management regulation and procedure of the company ▪ Understand and mitigate key elements of the company's risk profile ▪ Construct and monitor reliable control systems ▪ Maintain appropriate insurance coverage <p>Report to the audit committee of the board of directors</p>
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Ideal candidate profile

Requirements:	
Basic requirements: (Education/Qualification/ Language/Computer etc.)	<ul style="list-style-type: none"> • University degree in finance/accounting/other related fields • Fluent Chinese and good English or French
Professional experience and skills / Technical Knowledge	<ul style="list-style-type: none"> • At least 5 year work experiences in finance/accounting • Experience in utility industry is a plus
Capabilities required	<ul style="list-style-type: none"> • Professional accounting and finance knowledge, familiar with China GAAP, finance and tax policies and practices • General understanding of project financing and contracts • Knowledge of ERP systems and automation
Additional	<ul style="list-style-type: none"> • High professional ethics and integrity • Good business acumen and interrelation skills • Strong communication skills • Strong organizational & analytical skills

Work Relationship



Other information about the job:	
ESBU Director:	CEO: