



POSITION: FINANCE CONTROLLER – DISCOUNT

DEPARTMENT: FINANCE

LOCATION: VIENTIANE HEAD OFFICE

KEY RESPONSIBILITIES

This role will report directly to the **Business Control Director** and will be responsible including but not limited to the tasks outlined below:

Budget Estimate

- Act as a main coordinator between Finance and Sale Department for budget, estimates from start to approval process.
- Prepare Budget/Estimate templates to Commercial Department to facilitate the transparency of budget/estimate preparations.
- Provide advice and technical guidance related to budgeting principle, templates and other relevant basis on budget/estimates as needed.
- Follow up and monitor the submission of Budget/Estimates from Sub-Cost Group Owner.
- Support and recheck the transparency of budget/estimate which submitted by Sub-cost group owner and communicate with them on unreasonable increasing of expense or budget.
- Review Trade offer volume and Promotion volume which prepared by Sale and Chanel Manager, to make sure that it consistent with Sale volume change.
- Prepare OCM data of discount for budget and estimates.
- Prepare presentation slide and backup data for commercial expense and discount plans in Budget/Estimates.
- Work closely with Sale Department for Budget and Estimate from start to approval process.
- Other ad-hoc/support to Business Control Manager up on requested.

Monthly Reporting

- Ensure that all discount incurred during the month are booked/accrued.
- Contact with Sale department to track trade offer and any activities/promotions run during the month were booked in proper period.
- Prepare analysis on discount (actual vs budget/estimates and LY).
- Prepare slide of discount to support CEO flash call.
- Prepare PVM of discount for each month end and perform analysis.

Daily work and other tasks:

- Verify completeness of claim document on discount.
- Giving advice to Budget Controller on any financial issues.

Others

- Ensure team compliance to all LBC policies and procedures. Including but not limited to the Internal Working Rules and OHSE.
- Support ad-hoc work were assigned by Business controller Director/CFO/function Commercial Director.
- Provide on the job training to sale team related financial part.
- Facilitate or assist to sale team to ensure that there are good control in-place over discount.
- Create template (if need/request) from sale team to support efficacy workflow.

QUALIFICATION REQUIRED

- Bachelor or master degree in finance or a related field.
- 3-4 years relevant working experience
- Having basic of budgeting
- Proficiency in MS Office, especially, spreadsheet and PowerPoint
- Communicates and networks effectively and possesses good influencing skills
- True team player with well-developed collaboration skills.
- Fluent in English & Lao (writing and speaking).
- Clear analytical thinking and gets to the heart of complex problems and issues.
- Possess a systematic and structured working style while at the same having an entrepreneurial approach
- Confident and effective in dealings with colleagues.
- Result oriented – get things done.
- Independent and self-motivated.
- Able to work in a Matrix organization on a strategic and tactical level.
- Work well under pressure and tight timeframe.

HOW TO APPLY

Submit your updated CV and cover letter (in English) to recruitment@beerlao.la before the application deadline on **20 July 2025** Tel: 020 56556272. For more detail, please contact our recruitment team: Mobile 020 56556272 (call only) working day (Mon - Fri 8:00 - 5:00)

Noted: Only shortlisted candidates will be contacted for interview