

BUILDING NETWORKS BEING CHALLENGED



POSITION: FINANCE CONTROLLER – CHANNEL (TRADE MARKETING)
DEPARTMENT: FINANCE
LOCATION: VIENTIANE HEAD OFFICE

ROLE OVERVIEW

This role will be responsible for monitoring, controlling, and optimizing trade marketing expenses and ensure the financial efficiency and compliance with company's policy and align with business objectives. The role acts as a key business partner to Trade Marketing and Sales teams by providing financial report, budget control, performance monitoring and to support decision-making for maximize return on investment

WHAT YOU'LL BE DOING

Budget and Estimates Planning

- Act as a main coordinator between Finance and Channel Department for Budget, estimates from start to approval process
- Communicate information and working schedule to Channel Department
- Provide and support actual spend data of previous period for Channel Investment
- Prepare Budget/Estimate templates to Channel 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 monitoring the submission of budget from each Channel Sub-Cost group owner
- Consolidation the budget/Estimates data sent from each Channel Sub-Cost group owner
- Individual review submitted data with each Channel Sub-Cost group owner
- Analyze and prepare variance report on Channel cost vs previous period as appropriate
- Finalize reasons of spending with each Channel Sub-Cost group owner and Channel Director before submission to Business Control department
- Draft Power Point presentation and backup data for Channel spend plans in Budget/Estimates
- Support data to Channel Director/Cost group owner during presentation
- Prepare Channel Investment into template for Commercial Controller to generate the Brand Profitability Report for budget/estimates period
- Prepare data of Channel Investment into the template for Business Control to generate P&L for the said budget/Estimates period
- Other ad-hoc/support to commercial controller up on requested



Monthly reporting

- Prepare initial expense report on Channel spend for the month to be sent to Channel Sub-Cost group owner and Channel Director before month end closing
- Prepare variance report and analyze Channel expenditure monthly for Flash Call Package
- Prepare OCM Report on Channel Spend actual vs budget/estimates monthly
- Prepare report on Channel Spend actual vs budget/estimates, by GL lines, by activity and by brand, on a monthly and yearly basis to maintain expenditure control and reflect actual spend of each brand.
- Support Channel Department or Business Control unit upon request on any ad-hoc report from time to time
- Verify completeness of booking for POSM
- Follow up activities and make sure booking correct phasing (actual)
- Prepare accrual details for expenses requested by Channel team and submit to Accounting team
- Follow up and make sure on expenses claim documents are timely approved and record into the system
- Provide explanation and constructive guidance on any queries/unclear expense under OCM and company policy to Channel Team

Channel Expense Claim Process

- Verify and approve FOC requested from Channel marketing including promotion both for occasion and other promotion, FOC support to outlets (PC) and signage rental fee to be conversed to FOC
- Verify travelling expense claim to ensure the expense is completeness and comply with company policy

Value Management and Process Improvement for Channel

- Implement new OCM and COA or any other projects related to Channel Investment
- Find out of saving expenditure without impact to staff's emotional
- Propose enhancement to the budget model/basis of assumption for Channel
- Enhancing Channel expense claim process to be more effective, these includes, but not limited to, through initiating the ideas and seeking further guidance from direct supervisor and relevant persons for improvement of forms, system usages, update current process as appropriate.

Support Channel Department

- Support Channel Department in prepare data for commercial review
- Any other ad-hoc support, as appropriate, that may request from time to time

WHAT WE'RE LOOKING FOR

- Bachelor's degree in accounting, Finance, or related field.
- 4 years of experience in accounting, finance, or audit.
- Good knowledge of accounting standards and internal controls.
- Proficiency in MS Office (especially, spreadsheet and PowerPoint) and ERP systems.
- Good analytical and problem-solving skills.
- Attention to detail, accuracy, and ability to work under pressure.
- True team player with well-developed collaboration skills
- Strong communication skills and ability to coordinate with multiple departments
- Having basic budgeting
- Fluent in English & Lao (writing and speaking)
- Flexible for occasional business travel



OUR GROWTH CULTURE

Semper Ardens

- Always burning, striving for more
- Sets clear and stretch objectives and rigorously tracks delivery
- Seizes opportunities, embraces and drives change

Positive energy and compassion

- Proactively aligns self and team towards agreed priorities
- Actively promotes 'one-team' spirit and collaboration across functions

Consumer Passion

- Anticipates and acts on the needs of consumer/customer/society
- Always have the consumers interest at the heart of all decisions.

Decide fast and deliver with excellence

- Takes and executes decisions with quality and speed
- Plans effectively, sets priorities and puts ideas into practice
- Takes into account details and big picture when solving problems

Empower, support and grow our people

- Involves and inspires others and gives people responsibility
- Listens actively and wins others over to win-win solutions
- Detects and encourages talent and coaches towards company targets

HOW TO APPLY

Submit your updated CV and cover letter (in English) to recruitment@beerlao.la before the application deadline on **20th July 2026** For more detail, please contact our Talent Acquisition team: Mobile 020 56556272 & 020 57895255

BREWING FOR A BETTER TODAY AND TOMORROW

For us success has always been in the diverse mix of our people, our beers, and our brands. At Lao Brewery, we want to recruit and develop people with a global mindset, cultural understanding, and international experience to ensure that our organization stays agile, inclusive, and prepared for future growth. Only by acknowledging and harvesting from different perspectives and experiences, we will gain competitive advantage and leverage the effect of diversity for business growth. LBC aims to create equal access to opportunity regardless of social identity, and we encourage everyone to apply regardless of gender, nationality, race, religion, or any other characteristics protected by law.

