

Curaçao Ecocity Projects NV (Aloe Vera Farm Curaçao) cultivates more than 100,000 Aloe Vera plants for production, and manufactures and sells Aloe Vera products like supplements and cosmetic products. The company specializes in skincare products, which are known by the name Curaloe.

We are looking for a part-time:

# Head of Finance & Administration

The head of Finance & Administration oversees the company's daily administrative and financial operations.

## RESPONSIBILITIES

- Accounts Receivable
- Accounts Payable
- Control and reconciliation of bank accounts
- Cash Management
- Payroll Management
- Stock Control
- Management Reporting
- Managing the annual Audit

## PROFILE OF A SUITABLE CANDIDATE

- Minimum Accounting / Financial Management Degree (on higher education / HBO level)
- Highly Proficiency in Excel is a must
- Minimum 3 - 5 years of relevant practical experience
- Experience in working with accounting packages
- Excellent Dutch & English communication (reading, writing & speaking)
- Papiamento and/or Spanish reading & writing skills are preferred
- Planning and organizing (must be VERY accurate)
- Interpersonal skills
- Experience in independently conducting the annual audit
- Financial experience in a production environment is desired

Are interested in making a contribution to our growing business?  
Kindly submit your Resume and Cover Letter to the management:  
[c.tromp-man@curaloe.com](mailto:c.tromp-man@curaloe.com) before August 9th, 2024