



ASSISTANT CONTROLLER (CC216)

Job Description: Provides specialized accounting and financial analysis services. Performs daily cash reconciliation for all operating (including U.S. and Japanese currency accounts) and money market accounts, and maintains general ledger, expedites month-end closings, and performs other account reconciliations, as needed or on a monthly basis. Prepares entries to record service subcontract quarterly revenue and cost of revenue for EPC projects; uses proportionate consolidation to record joint ventures financials each quarter, eliminating owned portion revenue and related party advances; and reclassifies all costs of percentage of completion projects to Balance Sheet for non-quarterly closings. Prepares and interprets financial reports for Project Finance personnel; maintains Fixed Asset detail sub-ledger; develops, maintains and tracks yearly and quarterly company budgets; provides support for external auditors; and supports completion of quarterly Consolidation Package with Consolidation Team in Japan. Works with Project Accountants to review monthly secondment fee invoices and job cost accounting documents, including Common, Project Administration, Project Management and Plan & Front-End Engineering Department costs to jobs, on either a headcount or man-hour basis. May serve in other positions that require the same skills.

Requires Bachelor's Degree or foreign equivalent in Accounting, Finance or a related field, and five years of progressive post-baccalaureate experience in accounting for LNG project operations using both US and Japanese GAAP. Experience must include at least two years of experience: preparing man hour cost projections and budgets for LNG plant construction project members; planning and preparing expenditures budget for LNG plant module fabrication yard operations; preparing gross-up calculation sheet and/or pre-assignment projected cost of prospective expatriate engineers to be assigned to LNG plant construction site; checking accuracy and correctness of accounting entries involving LNG construction direct material, equipment, subcontracts, reimbursables and expenses; reviewing and evaluating LNG project subcontractor progress billings and payments; preparing and submitting job-to-date financial reports to head office, showing Progress Revenue Recognized, Cost and Expense Incurred and realized gross profit; calculating LNG construction percentage of completion based on the projected total cost of construction; computing monthly LNG project using project percentage of completion method; preparing monthly summary of actual LNG construction costs incurred according to cost category; and using Stravis-Link to manage consolidation and forecasting of financial results for overseas subsidiaries with consolidated gross revenue of at least \$1 billion.

Name of Employer: Chiyoda International Corporation

Position location: Houston, TX

To apply, please e-mail resume and cover letter to cic.careers@chiyodacorp.com and reference Job #CC216.