



CONTROLEUR FINANCIER EXPERIMENTE (F/H)

OCERGY

INTITULE POSTE: Contrôleur Financier (F/H) expérimenté – Remote

LOCALISATION : France ou U.S. East Coast

DEPARTMENT: Finance

RESPONSABLE: C.F.O

LA SOCIETE :

Ocergy (<http://www.ocergy.com>) est un développeur de technologies dans l'éolien offshore flottant fondée en 2019. Notre mission est de développer des solutions offshore qui contribuent à résoudre le changement climatique en réduisant notre empreinte carbone tout en permettant la récolte d'énergies renouvelables.

MISSION DU POSTE:

Bras droit du C.F.O., vous contribuerez activement au déploiement et à la mise en œuvre des process, outils et reportings nécessaires au suivi d'une activité en forte croissance ainsi qu'à l'animation de la comptabilité analytique en partenariat avec les cabinets comptables externes, sur un périmètre de 2 entités (maison mère aux US et filiale en France). Les équipes Ocergy travaillent toutes en distanciel et sont réparties entre les US et la France (principalement dans la région d'Aix/Marseille).

RESPONSABILITES PRINCIPALES :

- Contrôle des factures clients et mise à jour du fichier de cadrage du chiffre d'affaires
- Calcul, préparation et suivi des facturations intercompany selon la procédure interne et les règles comptables.
- Suivre la correcte imputation des charges et produits en comptabilité analytique
- Suivi des comptes fournisseurs
- Mise à jour du fichier de suivi du BFR
- Suivi de certaines dépenses par nature et Département versus Budget et estimés
- Gestion de la clôture mensuelle en lien avec les cabinets comptables externes
- Contribution active au process Budget et réestimés
- Contribution active au déploiement d'outils (PowerBI, Spendesk) et de process internes en vue d'optimiser les délais de clôture, et de création de reportings analytiques (ex. analyses de marges projet, suivi des temps)
- Aide à la préparation des reportings et dashboard à destination de la Direction et en support aux Départements Engineering et Business Development.
- Analyses ad hoc

PROFIL RECHERCHE :

- Master en Finance/Comptabilité, DCG, Université ou Ecole de Commerce



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- 5 à 7ans d'expérience en entreprise de grande taille sur un poste en Contrôle de Gestion ou Contrôle Financier avec idéalement un passage en cabinet d'audit. Une expérience dans l'industrie du conseil ou de l'ingénierie est un plus mais pas indispensable.
- Très bonne culture comptable (French GAAP), familier des normes IFRS
- Très bonne maîtrise d'Excel
- Bon niveau d'anglais professionnel (lu, parlé, écrit)
- Rigueur, fiabilité, autonomie (à l'aise avec le travail en remote), force de proposition, capacité à s'adapter à un contexte de forte croissance avec des circuits de décision courts (force de travail)
- Excellent relationnel, capacité à communiquer avec des interlocuteurs non comptables
- Esprit d'équipe, ouverture d'esprit, intérêt avéré pour la mission d'Ocergy.

Pour postuler, rendez-vous ici : [Contrôleur financier expérimenté \(F/H\) - Ocergy](#)



BOOKKEEPING ASSISTANT - REMOTE OCERGY

POSITION: Bookkeeping Assistant – Fully remote

LOCATION : US East Coast- REMOTE

DEPARTMENT: Finance

MANAGER: C.F.O

THE COMPANY :

At the crossroads between green energy generation and marine environmental restoration, Ocergy develops sustainable offshore solutions that contribute to solving climate change by reducing our carbon footprint while enabling the harvesting of renewable energies and protecting biodiversity. The company is present in the U.S. and in France and works on a fully remote basis.

MISSION:

We are seeking a detail-focused, service-driven, and analytically minded Assistant Bookkeeper to join our team. The ideal candidate will have great math skills, the ability to pay close attention to detail, and previous experience in a bookkeeping role. The key focus of the role will be to support the External accounting firm and CFO in ensuring the books and accounts are kept up to date, in good order, and filed on time.

PRIMARY RESPONSABILITIES :

- Preparing Clients' invoices and Credit Notes for the US entity in cooperation with Project Managers and in compliance with contracts and accounting standards.
- Support in preparing Intercompany invoices.
- Review the company's expenditure as required, Match up incoming and outgoing payments with remittances or invoices. Liaise with External Accounting firm to support proper reconciliation between cash movements and invoices in QuickBooks.
- Prepare wire payments on banking platform
- Report any suspicious activity or abnormalities in the books.
- Request information from Operational teams regarding expenditure.
- Process business expenses and employee expenses.
- Prepare reports for the C.F.O as required.
- Support in tracking fixed assets and preparing depreciation schedules
- Support in preparing Month-end closing and reportings
- Support in Budgeting and rolling forecast processes
- Other ad hoc requests

SKILLS :

- Bachelors' Degree or above in Finance, Business Finance, Accounting, or related field or vocational qualification and relevant experience
- Minimum of 2 years' experience in finance-related or bookkeeping role



BOOKKEEPING ASSISTANT - REMOTE

OCERGY

- Demonstrated knowledge of bookkeeping best practices
- Excellent attention to detail
- Adept with using computer programs such as Excel, Outlook, QuickBooks, or other software as required
- Good communication skills, both written and verbal and comfortable working in an international environment.
- Highly organized and able to work under pressure to specific deadlines
- Great Math skills
- 2nd foreign language appreciated (French is a plus!)

In order to apply, please send your resume and cover letter to: mwashington@ocergy.com



**EXECUTIVE ADMINISTRATIVE ASSISTANT – US TEAM
FULL TIME – FULLY REMOTE**

JOB TITLE: Executive Administrative Assistant

DEPARTMENT: Corporate

SUPERVISOR: C.E.O.

THE COMPANY:

At the crossroads between green energy generation and marine environmental restoration, Ocergy develops sustainable offshore solutions that contribute to solving climate change by reducing our carbon footprint while enabling the harvesting of renewable energies and protecting biodiversity.

KEY RESPONSABILITIES :

- C-Suite agenda and meetings scheduling
- Support C-Suite in organizing Board Meetings and clients meetings, help preparing presentations and distributing required documentation.
- · Book international and domestic travels for the US team and ensure compliance with internal travel policy
- · Support the financial department with routine accounting activities (receiving and filing receipts, processing travel expense requests, etc.)
- · Support company operations by organizing and disseminating information
- · Support company processes by following document control procedures, distribute documentation in a timely manner, accurately and observing the highest level of confidentiality
- · Manage schedule and work within deadlines and observe the highest level of confidentiality and accuracy.

SKILLS AND QUALIFICATIONS :

- · Self motivated and proactive individual
- · Flexible, able to prioritize and manage tasks, sound judgement, maintain confidentiality and provide a high level of service.
- · Dependable and trustworthy, creative
- · Strong communication skills, experience with supporting a diverse team
- · Top class written and spoken English for business communication
- · Proficiency in Microsoft Suite (Outlook, Excel, Word, PowerPoint, etc.)
- · 2+ years of related experience required
- · Fluency in French language required

JOB DETAILS :

Full time with flexibility, fully remote position preferably on the East Coast. Pay commensurate with experience and qualifications. Benefits included.

To apply, please send your resume and cover letter to acarlson@ocergy.com