

## We are looking for new teammates! Do you love Pets! Come join us in our mission to improve animal health!

### This is us

In 2020, VOI, BioMedtrix and KYON have joined forces and form a leading global veterinary orthopedic group Movora - that complement and strengthen each other. Collectively, we now serve more than 50 markets around the world.

Movora is a global company focused on the advancement of animal health. Rooted in veterinary orthopedics, Movora's foundation is built on three decades of advancements in animal mobility. The group utilizes legacy expertise to deliver a broad range of innovative products by bringing together key leaders in veterinary medical technology to deliver progressive solutions.

Movora embodies a philosophy of always caring. Anticipating consumer needs and offering reliable solutions, alongside education, provide our customers value beyond product. We are proudly forward thinking. We prioritize reinvention, individuality, and always making the next leap in innovation.

**To strengthen our position in the veterinary orthopedics market and to accelerate the success of our fast-growing company, we are looking for a**

## Accountant & Payroll Specialist 60-80%

### Your team

- Enjoy working in a dynamic international team who cares about people's well-being, personal development and growth
- You work in a small team and support and report to the Finance Manager
- Your workplace is based in our office in Zurich

### Your mission

- Management of the daily accounting tasks, such as bookings, payments and billing of services rendered and recharges in a timely and accurately manner by collaborating with different departments and accounts payable
- Ensures that payments are collected on time and the accounts receivables ledger is up to date. This involves regular reviews of the ledger, collecting pro-actively payments, researching and resolving outstanding discrepancies and investigating circumstances for non-payments
- Ensures that the aging report and all related balance sheet accounts are up to date, while researching and resolving discrepancies as well as ensuring periodical closing
- Prepares monthly, quarterly and annual closings, including reconciliations and analysis, with the Finance Manager in a timely and accurate manner
- Complies with VAT and other tax filing requirements; main contact for public authorities
- Performs daily payroll department operational functions to ensure accurate data is entered in the payroll system
- Ensures new hires, transfers, promotions, terminations, and all relative employee life cycle changes impacting payroll as well as communicates any payroll changes to third parties in a timely manner
- Prepares miscellaneous reporting for Finance and Human Resources

**Your skills and professional experience**

- At least 2 years of professional experience in a similar role, preferably in the manufacturing field
- Commercial or equivalent degree
- Proven experience in payroll and current knowledge of payroll procedures and related social insurance regulations
- Familiar with MS Office, especially Excel as well as MS Dynamics (NAV or BC)
- A keen eye for detail
- Fluent in German and English, French is a plus
- Seek for new challenges and opportunities to learn, improve, and apply knowledge in daily tasks
- Ability to juggle and manage multiple competing priorities and adjust priorities regularly
- IT Affinity is required, experience in digitalization is preferred

**We offer you**

- The perfect opportunity to gain experience in international financial reporting since Kyon AG is part of Vimian Group AB, a publicly listed company on Nasdaq First North, in Stockholm, Sweden
- A diverse field of activity in a dynamic SME with a refreshing spirit
- Flat structures and fast decision-making
- In an international environment, a young team appreciates open, cooperative exchanges and supports each other
- The opportunity to take responsibility, help shape and implement solutions
- Flexibility to do Home Office
- Conditions of employment in line with the market and opportunities for further personal development
- Take part in several fun team events
- A workplace in the city of Zurich with good public transport connections

We are looking forward to receiving your informative application including a motivation letter per email to [patricia.kaelin@movora.com](mailto:patricia.kaelin@movora.com)