

The public institution Centre de Musiques Amplifiées - Rockhal is committed to delivering world-class live music experiences and maintaining the operational excellence that makes them possible. Behind every great show is a team ensuring that our organisation runs with the same energy and precision we bring to the stage.

Play a key role in strengthening our accounting function within Finance & Administration to keep CMA's operations running smoothly! If you enjoy driving accuracy, efficiency, and continuous improvement, partner with the Head of Finance and Administration as

Accounting Supervisor

PERMANENT, FULL-TIME CONTRACT

Key responsibilities

- Oversee general, subsidiary, and analytical accounting, ensuring accuracy and consistency across all ledgers.
- Prepare and lead quarterly and annual closing processes, guaranteeing reliable and complete financial statements.
- Design and maintain effective internal controls to safeguard financial data integrity.
- Supervise and structure the invoicing process end-to-end, from issuance to reconciliation.
- Handle VAT declarations and Statec reporting in compliance with Luxembourg regulations.
- Work closely with the ERP referent and operational teams to ensure consistent, reliable financial data flows across the organization.
- Continuously improve and formalize existing accounting procedures, raising the bar for consistency and best practice.
- Manage and support the accounting assistant in their day-to-day work and development.
- Optimize the use of BOB accounting software and ensure the quality of data used for reporting and management control.

Your profile

- Minimum Bachelor's degree (BAC +3) in accounting (or equivalent).
- 3 to 5 years of relevant professional experience.
- Solid hands-on experience in financial closing and account reconciliation is essential.
- Good understanding of VAT mechanisms and their practical application in Luxembourg.
- In-depth proficiency with BOB accounting software.
- Comfortable with ERP systems, advanced Excel, and Power BI.
- A genuine interest in building and improving processes.
- Able to work under pressure and meet tight deadlines without losing attention to detail.
- Organized, rigorous, and a clear communicator; at ease working across teams in a dynamic environment.
- Fluency in French and English required; Luxembourgish and/or German is a strong advantage.

Ready to bring your accounting expertise to one of Luxembourg's most exciting cultural venues? We'd love to hear from you!

Please send your CV, cover letter, and copies of your diplomas, with the subject line "Accounting Supervisor 202604", to

jobs@rockhal.lu

Application deadline: 10 May 2026