

RotorDC

HEAD OF FINANCE

PART TIME 2/5

ABOUT THE EMPLOYER

Rotor DC (aka Rotor Deconstruction) is a cooperative founded in 2016 that aims to develop the regional ecosystem for the reuse of construction materials and furniture. We recover, process and sell elements from demolition/renovation sites, as well as from other sources. To meet these challenges, we develop innovative approaches and know-how in terms of dismantling, logistics and processing, with a focus on finishing elements. Rotor DC is known as a key player in the implementation of circular economy principles in Brussels. With a passionate and committed team of around twenty employees, we make it a point of honour to foster a friendly, innovative and respectful working environment.

More info: rotordc.com

JOB DESCRIPTION

As Head of Finance at Rotor DC, your mission will be to strengthen the cooperative's financial strategy during a crucial and exciting phase of its development. Two major projects are currently underway:

- The growth and development of our materials reuse activities.
- The renovation of the entire site and buildings of Rotor DC, not only for its own use but also to create spaces that will be rented to other local initiatives (the "Bo-rd" project : <https://www.bo-rd.be/en>). Rotor DC has an emphyteutic lease on the entire site and is receiving a European ERDF grant for its renovation, as well as a bank loan.

As Head of Finance, you will work closely with our in-house accounting manager (who works ½), as well as with our external accounting expert, to monitor management tools and develop new ones as needed.

You will analyze and monitor the budget, review the financial statements, and follow up indicators guaranteeing the organization's long-term viability. You will develop the organization's financial strategy based on Rotor DC's current and future projects, in cooperation with the other members of the Management Group and the staff members responsible for development projects.

MAIN RESPONSIBILITIES AND DUTIES

- FINANCIAL MANAGEMENT

- Financial management of the cooperative and its projects;
 - Managing the cooperative's risks and investments;
 - Negotiations with banks, insurance companies, and funding agencies;
 - Implementation and development of management tools (financial indicators);
 - Identifying new funding channels;
 - Project development (co-financing, grants);
 - Ensuring compliance with applicable financial regulations (public grants such as the ERDF, ethical banks, etc);
 - Tax management.
- CO-MANAGER
 - Work on strategy from a financial perspective;
 - Participate in meetings of the Management Group and the Board of Directors;
 - Co-develop and monitor the cooperative's budget;
 - Manage financial issues and elaborate structural changes as necessary.

JOB PROFILE

- EDUCATION AND EXPERIENCE
 - Master's degree in management sciences, applied economics, or business engineering, with a focus or specialization in finance, or equivalent education;
 - Significant experience (5–10 years) in financial management;
 - Knowledge of Belgian accounting and tax law;
 - Experience in real estate project finance is a plus;
- UNDERSTANDING COOPERATIVE PRINCIPLES
 - Familiarity with cooperative governance, democratic decision-making, and member engagement;
 - Commitment to transparency, community development, and sustainable practices;
- MULTILINGUAL COMMUNICATION
 - Proficiency in English is required, as well as proficiency in French or Dutch. Understanding Brussels' other official language is a plus;
 - Interpersonal skills: Ability to communicate effectively with various stakeholders - employees, cooperative members, partners, etc.;
- DIGITAL SKILLS
 - Proficiency in digital management tools;
 - Knowledge of the Yuki software is a plus;

- Knowledge of the Odoo ERP system is a plus;
- PERSONALITY
 - Diligence, independence, and discretion;
 - Adaptability, problem-solving skills, and flexibility;
 - Creative thinking and initiative: solving strategic problems with limited resources;

We are looking for talented individuals who may not have a traditional background but who bring unique skills, energy, and fresh perspectives!

TERMS AND CONDITIONS

- Contract duration:
 - Permanent contract with a 6-month probationary period, starting in December 2026 at %;
- Work location: Avenue de Bâle 3, 1140 Evere (NMBS-SNCB 'Bordet' Station, MIVB-STIB 'Da Vinci' stop), with the option to work remotely in accordance with current policies;
- Employment status: employee, permanent contract;
 - Salary: Pay scale % = €1,351.01 gross¹ + double vacation pay, annual sector-specific bonus (CP200) and eco-checks, year-end bonus, reimbursement of travel expenses, meal vouchers, and reimbursement of phone expenses;
 - Flexible work arrangements and working hours, with participation in management team meetings. Currently, these are held on Wednesday mornings.

SUBMISSION OF APPLICATIONS

Submit your application: yannickivanov@rotordc.com

Application deadline: 13th of November.

¹ Your net salary depends on your family circumstances. To estimate it, you can use an online gross-to-net calculator such as: <https://abvv.be/bereken-je-nettoloon>