



711 BV – Bookkeeper

Bookkeeper

711 is a **Belgian iGaming and technology company**, headquartered in Bruges, offering online casino and sports betting services. The company builds on more than 30 years of experience in the Belgian gaming market.

Building on this strong foundation, the international brand **711 Sport & Casino** was developed. The brand was launched in the Dutch market in 2022, where it quickly established itself as a leading online casino brand. In 2024, the offering was further expanded with a fully integrated sportsbook.

Today, 711 has grown into a fast-growing international gaming and technology organization. Following its success in the Netherlands, the brand was also launched in Belgium. With the establishment of **711 Malta Limited**, the organization is also supporting the launch of a website licensed by the Malta Gaming Authority, with further international market entries planned in the near future.

711 is currently in a **strong scale-up phase** with more than 80 employees and a clear international growth ambition. Innovation and customer experience are central to the company's strategy, with targeted investments in product development, data, automation, and AI to continuously improve the player experience.

What you'll do

We are looking for a detail-oriented and hands-on **Bookkeeper** to manage the accounting of our Maltese entities.

You will handle daily bookkeeping, statutory filings, VAT reporting, year-end preparations, and build the **complete AP finance flow from scratch**.

The ideal candidate is a **fully execution-driven accountant**, has strong experience with **Maltese bookkeeping**, and is flexible to support **additional administrative tasks** across departments when needed.

You will report directly to the Finance Manager (Belgium), with a dotted-line reporting relationship to the CEO in Malta.

Key responsibilities

1. Bookkeeping & Monthly Closing

- Independently perform daily bookkeeping for Maltese entities.
- Process supplier invoices, customer invoices, bank entries, payroll postings, accruals, and journal entries.
- Perform reconciliations (bank, intercompany, VAT, balance sheet accounts).
- **Ensure timely and accurate monthly closing**, according to agreed timelines.
- Work closely with the Finance Manager in Belgium.

2. Building the AP Process

- Set up the **entire AP workflow from zero** (currently not in place).
- Define invoice approval flows, document management, and payment cycles.
- Implement clear procedures, controls, and efficiency in AP.

3. Year-End & Audit

- Prepare audit files and supporting schedules.
- Assist with statutory financial statement preparation.
- Collaborate directly with auditors and external advisors.

4. Malta-Specific Compliance

- Manage statutory filings with:
 - **MFSA** (annual return, annual accounts)
 - **VAT Department** (VAT returns)
 - **Commissioner for Revenue** (provisional tax & income tax items)
- Monitor all deadlines and ensure full compliance.

5. VAT

- Prepare and submit Maltese **VAT returns**.
- Apply correct reverse charge and intra-EU VAT treatments.
- Ensure accurate VAT coding on cross-border transactions.

6. Tax

- Assist with corporate tax computations.
- Basic understanding of the **Maltese tax refund system** is a plus.
- Manage provisional tax payments and related compliance.

7. Software & Digitalisation

- Work with cloud-based accounting tools (Xero experience is a plus).
- Manage digital document flows and paperless processes.

8. Organisation, Autonomy & Flexibility

- Take ownership of the **timely monthly closing** cycle.
- Proactively safeguard compliance and statutory deadlines.
- Collaborate closely with the Finance Manager in Belgium.
- **Flexible to support administrative tasks from other departments** when needed.
- Fully comfortable in a **hands-on execution-focused** accounting role.
- No team leadership responsibilities.

Profile

Must-Haves

- **Minimum 3 years of hands-on bookkeeping experience.**
- Proven experience with **Maltese bookkeeping and statutory compliance.**
- Strong understanding of Maltese VAT rules and local deadlines.

- Execution-driven: enjoys doing the operational bookkeeping work.
- Strong organisational skills and ability to work independently.
- Strong communication skills in English.
- **Flexible to support administrative tasks across other departments when required.**

Nice-to-Haves

- Experience in the **casino or gaming industry**.
- Experience preparing for audits.
- Experience with Xero or similar cloud accounting tools.
- International exposure (useful but not required).

What's in it for you

- Competitive salary (€30,000–€40,000 based on experience) and benefits package.
- **Flexible holiday planning** and the **option to work from home** (1 day/week)
- Opportunity to join a dynamic and rapidly expanding international team.
- Career development and training opportunities.
- A supportive, collaborative and professional work environment.

Ready to take the next step in your career? **Join 711 Group and contribute to our international growth.**

<https://www.711.nl/>