

Accountant

Job brief:

We are looking for an accountant who is responsible for maintaining accurate financial records and preparing associated reporting. The role is to support the organisation by ensuring that all financial records and reporting are up to standard, updated and maintained regularly.

Responsibilities:

- Ensure the timely and accurate preparation of monthly, Quarterly and annual reports
- Evaluate and review monthly financial statements, results of operations, income statements and financial records.
- Manage all accounting transactions and maintain general ledger
- Preparation and monitoring budgets
- Management and Financial Reporting
- Appropriate recording and analysis of revenues and expenses
- Appropriate coordination and communication with the relevant customers, suppliers, and Sales personal to ensure accuracy of information
- Assisting with external audit activities
- Providing process and control improvements when required

Key Requirements

- Must have a degree in Finance or Accounting related qualifications
- Thorough knowledge and experience on working with a reputed ERP system
- At least 3 years' experience ideally in a multinational company.
- Must be familiar with the UAE regulatory and tax compliance
- Knowledge of Trade Finance
- Excellent written and verbal communication skills
- Knowledge of International Trade
- Knowledge of Bank Guarantees, Letter of Credit & Exchange Hedging