

## MAIN RESPONSIBILITIES:

- Financial statement preparation, balance sheet reconciliation;
  statutory reports, corporate, income Tax
- Managing revenues received and dispersed including accounts receivable, accounts payable, payroll, audit, General Ledger reporting
- Preparation of reports daily, weekly and monthly which include but are not limited to sales analysis, food and beverages cost reports, monthly management accounts
- Preparation of financial statements for assigned hotel and retail business in collaboration with CFO
- Bank reconciliation
- Review of accounts payable invoice, payment processing and review
- Assist in evaluation of reports, decisions and departmental results in relation to established goals
- Recommend new approaches, policies and procedures to effect continual improvements in efficiency of the department and services performed
- Maintain accounting records and compile reports
- Tax reporting and compliance
- Distribute all financial statements and month end reports to ownership, management company, and department heads

## QUALIFICATIONS AND REQUIREMENTS:

- BS degree in Accounting, Finance or relevant
- Proven experience on senior position in accounting, minimum 9 years of experience
- Experience in hospitality and retail industry is an advantage
- Knowledge of local and international legislation in finance and accounting
- Knowledge of IFRS
- Sound understanding of process and transactional flows
  Strong practical and theoretical knowledge of general least
- Strong practical and theoretical knowledge of general ledger accounting principles
- Strong analytical skills paired with knowledge of financial analysis and business concepts
  High level of a parational affective page with the ability to deliver.
- High level of operational effectiveness with the ability to deliver quality results

  Transmission and ability divisor of MC Office. CAD/Organia.
- Experienced and skilled user of MS Office, SAP/Oracle or any major ERP system

## WHAT WE OFFER:

- Work in an international environment
- Opportunity to work on one of the most prestigious projects in our region
- Outstanding opportunities for career development

If you are confident that you meet the above requirements and you

are interested in developing your career in a dynamic international organization, please send your application.

Please note that only short-listed candidates will be contacted.

APPLY HERE

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