



We are on the lookout for motivated, competent and result oriented individuals to join our team

## Accountant

### Key Duties & Responsibilities

- Responsible for preparation of monthly, quarterly and annual financial statements.
- Responsible for maintaining the general ledger of the company on ERP system and reconcile accounts where necessary.
- Responsible to compile and distribute board papers on time.
- Ensure compliance to Companies Act requirements, Accounting Standards, SEC requirements, Taxation, Labour Laws etc.
- Liaise with regulatory institutions, banks and other external parties as necessary when required.
- Management of assets and liabilities of the company to optimize the shareholder value.
- Monitor working capital of the organization.
- Responsible for the development and implementation of internal control procedures and ensuring adherence to same at all times.
- Ensure smooth operational flow of financial functions including cashiering and billing.
- Preparing Management Reports and analysis when required.
- Manage the preparation of annual reports of the company.

### Ideal Candidate Should Possess

- CA/ ACCA/ CIMA passed finalist.
- Minimum of 03 years 'experience in medium scale business environment, preferably in a manufacturing set up.
- Experience in Auditing would be an added advantage.
- Sound knowledge of Taxation and Tax Planning.
- Excellent knowledge on requirements of International Financial Reporting Standards.
- Proficient in MS Office applications, data analysis tools and other accounting tools.
- Excellent communication skills with strong analytical, presentation and organizing skills.