

United Arab Emirates Jobs Expertini®

Accountant - Filipino

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Company: Caliberly Dubai

Location: dubai

Category: other-general

Financial Record Keeping: Assist in maintaining accurate and up-to-date financial records. Process invoices, receipts, payments, and other financial transactions.
Financial Reporting: Support the generation of regular financial reports for review. Assist in preparing financial statements under supervision.
Budget Assistance: Collaborate in the development and monitoring of budgets. Provide support in analyzing budget variances.
Tax Compliance: Learn and ensure compliance with local tax regulations. Assist in basic tax-related tasks as required.
Audit Support: Collaborate with the team during the audit process. Contribute to the implementation of audit recommendations.
Financial Analysis: Learn and conduct basic financial analysis tasks. Assist in identifying trends and potential risks.
Ad-Hoc Tasks: Provide support in other accounting and finance-related tasks. Participate in process improvement initiatives.
Qualifications: Bachelor's degree in Accounting, Finance, or a related field. Proven experience as an Accountant in a similar role. Strong knowledge of accounting principles and regulations. Proficient in accounting software and Microsoft Office Suite. Excellent attention to detail and organizational skills. Strong communication and interpersonal abilities. Ability to work independently and collaboratively within a team.

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