

Accountant | GoWin Coaching Dubai

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Company: GoWin Coaching

Location: Dubai

Category: business-and-financial-operations

Accountant | GoWin Coaching Dubai

Welcome to GoWin Coaching, a leading name in corporate training and consulting. Led by Chief Coach Mr. Govind Babu, a transformative force with a legacy of empowering professionals worldwide. With over 30,000 beneficiaries from 9 countries, Govind's expertise has earned him global recognition, including the prestigious Scout Award for Social Service. We are seeking a detail-oriented and experienced Accountant for one of our esteemed clients to join the team. The ideal candidate will be responsible for managing financial records, preparing financial reports, and ensuring compliance with relevant laws and regulations. The Accountant will play a crucial role in maintaining accurate financial information, supporting decision-making processes, and contributing to the overall financial health of the organization.

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Responsibilities

Financial Record Keeping

Maintain and update financial records, including accounts payable, accounts receivable, and general ledger.

Ensure the accuracy and completeness of financial transactions.

Financial Reporting

Prepare and analyze financial statements, including balance sheets, income statements, and cash flow statements.

Generate timely and accurate financial reports for management.

Budgeting and Forecasting

Assist in the development of annual budgets and financial forecasts.

Monitor budget performance and provide variance analysis.

Tax Compliance

Prepare and file timely and accurate tax returns.

Stay informed about changes in tax regulations and ensure compliance.

Audit Support

Collaborate with internal and external auditors during financial audits.

Address audit findings and implement recommendations.

Financial Analysis

Conduct financial analysis to support business decision-making.

Identify trends, opportunities, and potential areas for improvement.

Process Improvement

Recommend and implement improvements to financial processes and procedures.

Streamline accounting processes to enhance efficiency.

Compliance

Ensure compliance with local, state, and federal financial regulations.

Keep abreast of changes in accounting standards and regulations.

Vendor Management

Manage relationships with vendors and suppliers.

Process vendor invoices and reconcile statements.

Qualifications

Bachelor's degree in Accounting, Finance, or related field.

Proven experience as an Accountant.

Strong knowledge of accounting principles, practices, and regulations.

Proficiency in accounting software and Microsoft Excel.

Excellent attention to detail and accuracy.

Strong analytical and problem-solving skills.

Effective communication and interpersonal skills.

Ability to work independently and collaboratively within a team.

High level of integrity and commitment to confidentiality.

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