

Accountant Jobs In Dubai | Dollar Car Rental UAE

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The ideal candidate will have the responsibility of organizing and monitoring customers' outstanding accounts and managing payment collections. Additionally, strong interpersonal skills and possessing a strong business acumen are essential qualifications for the role.

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Responsibilities

Handle payment collections, follow up of on overdue accounts and initiate collection procedures.

Manage invoicing process, issue invoices to clients and keep track of payment.

Reconciliation of Customers account.

Maintain client relation.

Basic Accounting.

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Requirement

Bachelor's degree in Accounting or related field

With at least 2 years experience on handling the same role.

Proficient in Microsoft Office suite (Outlook, Advance Excel, Word, PowerPoint, etc.)

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