

Accountant Jobs In Dubai UAE 2023 | Al Futtaim Careers

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An Accountant helps businesses make critical financial decisions by collecting, tracking, and correcting the company's finances. They are responsible for financial audits, reconciling bank statements, and ensuring financial records are accurate throughout the year.

Job Responsibilities

Ensure invoices are processed on the system for all 3rd party and internal customers in accordance with their executed Lease Agreements and provided for payment in an accurate and timely manner

Collates and verifies documentation supporting the invoice to be issued to customers

Prepares and sends invoice to customer as scheduled

Researches and responds to all invoicing queries in a prompt manner.

Generate weekly AR Aging report and other weekly AR related reports as required from existing accounting system and excel

Job Requirements

Must have excellent interpersonal and communication (both written and verbal) skills.

Strong organization and time management skills to ensure scheduled deadlines are met.

Is pro-active, flexible, takes initiative and able to work under pressure

2-3 years accounts receivable and general accounting experience

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