

## Accountant Jobs in Dubai UAE 2023 | American Hospital Dubai

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Company: American Hospital Dubai

Location: dubai

Category: other-general

Accountant Jobs in Dubai UAE 2023 | American Hospital Dubai

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Description:

Ensures accurate and timely processing of payroll updates including new hires, terminations, and changes to pay rates. Prepares and maintains accurate records and reports of payroll transactions. Ensures compliance with federal, state, and local payroll, wage, and hour laws and best practices.

Job Responsibilities

Ensure timely and monthly Payroll preparation and Payroll reports.

Scrutinize leave salary and final settlements as per the policy of the Hospital.

Scrutinize Monthly Provision for Leave, Gratuity and Passage.

Preparation of Payroll Budget

Job Requirements

Commerce Graduate

At least three (3) years in similar field

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