

# United Arab Emirates Jobs Expertini®

## Accountant - Restaurants/ Abu Dhabi

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Company: Michael Page International (UAE)

Location: abu dhabi

Category: other-general

About Our Client Our client is a privately-owned family office based in Abu Dhabi. Job Description Verify, allocate, record, and reconcile accounts payable and receivable. Assist in month-end and year-end closing processes. Compile and analyze account information to prepare and record entries for assets, liabilities, revenue, and expenses. Maintain and reconcile subsidiary accounts, resolving any discrepancies. Manage the general ledger by transferring subsidiary accounts, preparing trial balances, and reconciling entries. Prepare financial statements including balance sheets, profit and loss statements, and income statements by collecting and summarizing information. Collaborate with the financial manager to enhance financial procedures. Supervise general ledger transactions, bank reconciliations, and cash management. Handle cash, credit, and bank transactions. Regularly communicate with the property manager for real estate income and expense reporting. Monitor the company's fixed asset transactions. Generate monthly and weekly financial reports. Prepare and submit quarterly VAT returns to tax authorities. Review accounting and VAT for 2 to 4 entities within the group. Coordinate with external auditors to prepare for audits and address their queries. Prepare and ensure timely compliance with bank requirements such as KYC. The Successful Applicant Bachelor's degree in Accounting, with qualification such as CA/CPA/CMA. 8-10 years of relevant experience in a similar role (industry experience within restaurants) Advanced proficiency in Microsoft Excel and familiarity with ERP systems like Microsoft Dynamics AX, SAP, or Oracle. Demonstrated capability to prioritize tasks, follow through with meticulous attention to detail, and excel in planning, organizing, time management, and reporting. Strong analytical and accounting skills are essential, along with

hands-on experience in accounting software packages, preferably AX Dynamics. What's on Offer Competitive monthly salary and benefits.

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