

Accounts Executive – Malta Experience Jobs In Dubai | Airhub Aviation Jobs

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Company: Airhub Aviation

Location: , Dubai, United Arab Emirates

Category: other-general

Accounts Executive – Malta Experience Jobs In Dubai | Airhub Aviation Jobs

Job Responsibilities:

Handling financial/accounting functions by designing and maintaining accurate financial data in accounting systems. This includes client's invoicing, general ledger, analysis of P&L, Cash Flow, Balance Sheet, preparation, and submission of VAT returns to Tax Authorities
Being the contact of point for Employees and Customers with regards to Payments, Statement of Accounts, Payrolls, Time Management
Communication with various stakeholders, government authorities, and official entities
Submission and collection of applications as well as the processing of a variety of legal documents in a timely manner

Job Requirements:

Experience working in a similar role in Malta is compulsory
Extensive knowledge of an accounting system
Degree in Accounting, Finance, or Business Administration
Accounting qualification is a mandatory

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