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Company: Kitopi Mea

Location: dubai

Category: other-general

The job posting is outdated and position may be filledResponsibilities: Serve as a key team member in the timely and successful monthly, quarterly, and year-end closing of financial statements and financial analysis. Support the monthly close process through the timely preparation of journal entries, account reconciliations, and lead schedules. Analyze data and prepare supporting schedules to fulfill external auditor's quarterly and annual audit requests. • and terms. • Financials Closing: Finalize all the AP-related processes, including invoice booking, Accruals, Capex, etc. Continuing to improve the payment process. Reconciling processed work by verifying entries and comparing system reports to balances. Preparing analyses of accounts and producing weekly aging reports. Paying vendors by scheduling paychecks & Transfers and ensuring payment is received for outstanding credit; generally responding to all vendor inquiries regarding finance. Keeping track of all payments and expenditures, including invoices, statements etc. Ultimate customer satisfaction through the foremost AP Process.• Weekly Bank reconciliation and finalizing a month BRS within 2nd of every month. Negotiating for the Credit terms, Coordinate with the Supply chain team to improve the credit limit Disclaimer: Drjobs.aeis only a platform that connects job seekers and employers. Applicants are advised to conduct their own independent research into the credentials of the prospective employer. We always make certain that our clients do not endorse any request for money payments, thus we advise against sharing any personal or bank-related information with any third party. If you suspect fraud or malpractice, please contact us via contact us page. Our goal is to make hiring as easy as possible. We find the right talent for every company, ensuring that each candidate finds a job they enjoy. Dr.Job FZ LLC

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