

United Arab Emirates Jobs Expertini®

AP Accountant

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Company: TASC Outsourcing

Location: United Arab Emirates

Category: healthcare-practitioners-and-technical

Job Description :

Our client is a well-known **Real Estate** company. They are now looking **AP Accountant** join them.

Roles & Responsibilities:

Receive and review invoices from vendors for accuracy and completeness.

Prepare and process payment batches, including checks, electronic transfers, and other payment methods.

Coordinate with relevant departments to obtain necessary approvals for payments.

Maintain accurate and up-to-date vendor records.

Reconcile vendor statements and resolve any discrepancies or issues.

Preference:

Proven working experience in Accounts Payable

Immediate Joiners

Visit Visa Holders

Qualifications:

Bachelor's Degree in Accounting or higher.

Excellent command of both written and spoken English.

Understanding of basic principles of finance, accounting, and bookkeeping

Benefits:

Visa

Insurance

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