

Financial Accountant (Westerner)

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Company: Kershaw Leonard

Location: dubai

Category: other-general

Salary: AED 17,000 – 20,000 Gross + Excellent Benefits
Location: Dubai
Our client is a global leader in the desalination industry. They are headquartered in China but also have offices in Spain and Dubai. The company's strong lineage comes from being part a renowned Norway-based industrial conglomerate. The group is heavily invested in industries such as electronics, energy and drilling for offshore facilities. As an Accountant, your major responsibility will be to manage financial accounts and day to day activities of the company, manage the company's office and assist the Management team, execute employee salaries / allowances monthly. You will have over 4 years post qualification experience as an accountant and within reporting and administration. Experience of working with an international company would definite be positive. The successful candidate must be ACCA / CIMA qualified or equivalent. This position supports the Finance Manager. Core responsibilities of the role are as follows:

- Financial accounting (book keeping, data processing, reconciliation through SAGE accounting software, reconcile the balance sheet, P&L, trial balance, fixed assets, prepayments etc) and monthly reporting to the financial team in Norway
- Payments (salaries, allowances, expense reports, suppliers etc)
- Monthly cash flow budgeting
- Provide general administrative assistance to the company's Management
- General HR/Admin support for the Group
- Insurance company negotiations and renewals (Health, Life, Office)
- Document control
- Assist with legal issues and execution of necessary legal financial filings (Auditors, Banks and Government)
- Collection and control of time sheets and weekly reporting to Norway
- Assist in Due Diligence processes with historical accounting figures and collecting of all type of documents (certificates, licenses, contracts, etc). To be a part

of this continuously growing organization, you will have excellent working knowledge of MS Office (MS Word, Excel and PowerPoint), SAGE or similar accounting programs, thorough knowledge to ERP-systems positive, ability to work under pressure and strict time-limits and have the ability to work with minimum guidance. About The Company Kershaw Leonard is committed to finding 'First Class' people for its 'World Class' Clients. Since our inauguration in September 1999, We have become well-respected specialists for all aspects of Human Resource Consultancy and Recruitment, and bring a standard of professional conduct (through the Recruitment Employment Confederation UK) to the industry here in the Middle East. Our qualified Consultants deliver a unique quality of service that is designed to meet the individual needs of both Candidates and Clients. Our specialist recruitment divisions cover permanent, temporary and contract staff, and Executive Search, in the following sectors: Senior Executives and Directors; Design; Engineering and Construction; Finance and Banking; Human Resources and Training; IT and Telecoms; Legal; Logistics and Supply Chain Management; Media; Office Management; Retail; Sales and Marketing and Secretarial and Business Support.

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