

United Arab Emirates Jobs Expertini®

Senior Accountant

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Company: Bestaxca

Location: , , United Arab Emirates

Category: business-and-financial-operations

Bestax Chartered Accountants | Full time Senior Accountant Business Bay, United Arab Emirates | Posted on 02/02/2024 Bestax Chartered Accountants is a team of dedicated, and qualified public accountants, located at the heart of Dubai, Business Bay and offers numerous services such as VAT, Corporate Tax & Excise Consultancy, Accounting & Bookkeeping Services, Audit & Assurance services, Internal Audits, Software Solutions, Business Setup Services, ESR, UBO and AML Compliance and other financial and business consultancy services. Job Description Bestax Chartered Accountants is looking for a competent Accounting professional with proven track record. The ideal candidate should meet the below criteria. Perform Tax Compliant Bookkeeping of multiple clients Computing taxes for Tax filing purpose Visiting clients to perform physical verification of the client and for bookkeeping Handling telephonic queries from clients and providing appropriate solutions Data Entry of accounting transactions as per data received from client Performing checks to ensure accuracy of the accounting records Keeping update on new laws and regulations and updating the clients for the same Preparing periods reports such as Balance sheets, Profit & loss and cashflow statements etc Maintaining timesheets for work performed on multiple clients Requirements Minimum 2 years relevant experience Knowledge of Tally, Zoho or Quick-books Knowledge of Corporate Tax would be a plus Expertise in MS Office (Excel & Word) Excellent English speaking skills are a must, other languages would be a plus. Must have good negotiation skills Must be able to create good presentations Must have excellent interpersonal skills Must be detail oriented and an active listener Ability to work under pressure. Visa Medical Insurance Calling & Internet Allowance Travel Expenses

Reimbursement (to and from client)

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