

## Zoho Expert Jobs In Dubai | Roya Lifestyle Developments

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To ensure success as an accounts payable specialist, you should exhibit sound knowledge of best practices in accounting and experience in a similar role. An accomplished accounts payable specialist will be someone whose accounting expertise translates into optimized expense control processes.

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Responsibilities:Collaborating with internal departments to gather, analyze, and interpret relevant financial data.

Receiving, processing, verifying, and reconciling invoices.

Comparing system reports to balances and verifying entries.

Charging expenses to accounts and cost centers, as well as controlling petty cash spending.

Verifying vendor accounts, paying vendors, and resolving purchase order, invoice, or payment discrepancies.

Issuing purchase order amendments and stop payments.

Monitoring payroll expense claims, including salary advances and overtime payments.

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RequirementBachelor's or associate's degree in accounting, finance, or related.

At least 2 years experience as an accounts payable specialist, or similar.

Advanced competency in accounting and business management software, such as NetSuite and Zoho Books.

In-depth knowledge of accounts payable principles, accounting standards, and industry regulations.

Extensive experience in account reconciliation.

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