



WE'RE HIRING!


Your Global Solutions Partner

REGULAR ACCOUNTANT

Responsibilities

- Verify, allocate, post and reconcile accounts payable and receivable
- Produce error-free accounting reports and present their results
- Analyze financial information and summarize financial status
- Spot errors and suggest ways to improve efficiency and spending
- Provide technical support and advice on Management Accountant
- Review and recommend modifications to accounting systems and procedures
- Manage accounting assistants and bookkeepers
- Participate in financial standards setting and in forecast process
- Provide input into department's goal setting process
- Prepare financial statements and produce budget according to schedule
- Assist with tax audits and tax returns
- Direct internal and external audits to ensure compliance
- Plan, assign and review staff's work
- Support month-end and year-end close process
- Develop and document business processes and accounting policies to maintain and strengthen internal controls
- Ensure compliance with GAAP principles
- Liaise with our Financial Manager and Accounting Manager to improve financial procedures

Qualifications

- Candidate must possess at least a Bachelor's/College Degree, Finance/Accountancy/Banking or equivalent.
- At least 5 year(s) of working experience in the related field is required for this position.
- Proven experience as a Financial Controller, Accounting Supervisor, chief or senior accountant
- Thorough knowledge of basic accounting procedures
- In-depth understanding of Generally Accepted Accounting Principles (GAAP)
- Awareness of business trends
- Familiarity with financial accounting statements
- Experience with general ledger functions and the month-end/year-end close process
- Hands-on experience with accounting software packages, like FreshBooks and QuickBooks

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For more information, visit
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