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Accountant

Description

We are seeking trustworthy candidates who work efficiently and dedicated without sacrificing accuracy. Accountant can expect to work with large amounts of numerical data, handle multiple tasks with deadlines, and provide transparent and complete reports to management. You should have a firm grasp of accounting and financial practices and regulations and possess strong computer expertise, verbal and written communication skills.

To ensure success, Accountant should be prompt, honest detail-oriented, professional, and analytical. Top candidates will have an excellent presentation skills with the ability to successfully communicate complex quantitative data to decision makers.

Responsibilities

- Complying with all company accounting and financial regulations.
- Compiling, analyzing, and reporting financial data.
- Creating periodic reports, such as balance sheets, profit & amp; loss statements, and others.
- Presenting data to managers, investors, and other entities.
- Maintaining accurate financial records.
- Performing audits and resolving discrepancies.
- Computing taxes.
- Keeping informed about current legislation relating to finance and accounting.
- Assisting management in the decision-making process by preparing budget and financial forecasts.

Qualifications

- Bachelor's degree in Accounting or related field.
- More education or experience may be preferred.
- Special licenses or certification may be required.
- Strong analytical, communication, and computer skills.
- Understanding of mathematics and accounting and financial processes.
- Ethical behavior.
- Attention to detail.

Hiring organization

UNI Manpower Resources and General Services Inc.

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