

Accountant

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Company: Vizz Web Solutions

Location: , , Pakistan

Category: business-and-financial-operations

Vizz Web Solutions is looking for an Accountant to manage all financial transactions, from fixed payments and variable expenses to bank deposits and budgets. Accountant responsibilities include auditing financial documents and procedures, reconciling bank statements and calculating tax payments and returns. To be successful in this role, you should have previous experience with bookkeeping and a flair for spotting numerical mistakes. Ultimately, you will provide us with accurate quantitative information on financial position, liquidity and cash flows of our business, while ensuring we're compliant with all tax regulations.

what you bring

Financial reporting: Preparing financial statements, balance sheets, and other financial reports that provide insight into a company's financial performance.

Budgeting and forecasting: Developing budgets and financial forecasts to help companies plan for future expenses and revenue.

Tax compliance: Ensuring that a company complies with all tax laws and regulations, including preparing and filing tax returns.

Financial analysis: Analyzing financial data to identify trends and areas for improvement, and providing recommendations to management.

Audit support: Working with auditors to provide financial information and ensure compliance with accounting standards and regulations.

Accounts receivable and payable: Managing invoices and payments from clients and vendors, and reconciling accounts to ensure accuracy.

Cash management: Managing cash flow and ensuring that there is sufficient liquidity to meet the company's financial obligations.

Preparing payroll. Handle sensitive information in a confidential manner.

Job Requirements Bachelor's degree in Accounting, Finance, or a related field, or an equivalent combination of education, training and experience 2-5 years of accounting/finance

experienceDemonstrate intermediate to advanced skills and knowledge of Excel, as well as other Microsoft Office applicationsStrong analytical and problem-solving skillsExperience with accounting softwareExcellent interpersonal skills to communicate effectively across the organizationThorough knowledge of general ledger accounting and account reconciliation
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