

## Accounts Manager

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Company: Sami and Co.

Location: Lahore

Category: other-general

Sami and co requests applications from ACCA qualified(articles completed) or CA inter personals for one of our prestigous clients for the post of Accounts Manager.

Sami and Co. is an equal oportunity employer and all deserving applications will be entertained. Please do note that only shortlisted candidates will be contacted.Required Skills

Selected candidate will be responsible for performing and looking over the under mentioned sections:

Developing, implementing, maintaining and upgrading the internal control system for play land, party hall and retail shop

Preparation of monthly financial statements.

Preparation of the vertical and horizontal analysis at the month end.

Data entry into the accounting system regarding all heads of financial statements

Preparation of the budgets at the year end.

Preparation of the bank reconciliations at the month end.

Devising a cash management system.

Co-ordination with the tax consultant.

Presenting the standard reports to the management on daily basis.Job

SpecificationMale/Female, punctual, responsible, can take initiative, efficient and effective, well mannered, age upto 30

Information Technology and Services - Faisalabad, Pakistan

About UsSami & Co. provides excellent and professional services in accounting finance and taxation for medium and smaller businesses throughout Pakistan. Whilst our broad

client base makes us specialize in various business and commercial areas, all of our ad mustakbil.com asks for your consent to use your personal data to:perm\_identityPersonalised ads and content, ad and content measurement, audience insights and product development

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