

## Finance Executive - (Night Shift)

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Company: 10Pearls, LLC

Location: Karachi Division

Category: business-and-financial-operations

**Company Overview**10Pearls is an end-to-end digital technology services partner helping businesses utilize technology as a competitive advantage. We help our customers digitalize their existing business, build innovative new products, and augment their existing teams with high performance team members. Our broad expertise in product management, user experience/design, cloud architecture, software development, data insights and intelligence, cyber security, emerging tech, and quality assurance ensures that we are delivering solutions that address business needs. 10Pearls is proud to have a diverse clientele including large enterprises, SMBs and high growth startups. We work with clients across industries, including healthcare/life sciences, education, energy, communications/media, financial services, and hi-tech. Our many long-term, successful partnerships are built upon trust, integrity and successful delivery and execution.

**Role**Looking to add a Finance Executive to our team. The ideal candidate should have 2-4 years of relevant experience and good knowledge of accounting and bookkeeping procedures

**Responsibilities**Maintenance of proper books of accounts. Timely and accurate preparation of bank and credit card reconciliations. Management of Receivable & Payable functions. Ensuring timely payments and adequate recording in Sage Intacct. Invoicing to clients and follow up of outstanding accounts receivable. Execution of core financial processes including customer / vendor setup, administration of bank accounts, and customer / vendor reconciliation. Preparation of monthly management accounts. Liaising with offshore accounting teams regarding day-to-day financial operations.

**Requirements**ACCA / ICMA qualified or CA Finalist Good knowledge of accounting and bookkeeping procedures Advanced MS Excel skills Excellent

communication & social skills  
Strong attention to detail  
Should be able to work in Night shift  
(6PM-3AM)

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