

## Senior Executive Accounts

[Apply Now](#)

Company: Tectutive (Pvt) Limited

Location: Karachi Division

Category: other-general

Senior Executive Accounts Tectutive (Pvt) Limited, Pakistan • Ensures the integrity of accounting information by recording, verifying, consolidating, and entering transactions. • Prepares and records asset, liability, revenue, and expenses entries by compiling and analyzing account information. • Maintains and balances subsidiary accounts by verifying, allocating, posting, reconciling transactions; resolving discrepancies. • Maintains general ledger by transferring subsidiary accounts; preparing a trial balance; reconciling entries. • Summarizes financial status by collecting information; preparing balance sheet, profit and loss, and other statements. • Produces payroll by initiating computer processing; printing checks, verifying finished product. Completes external/internal audit by analyzing and scheduling general ledger accounts; providing information for auditors. • Prepare Cash / Bank vouchers. • Prepare monthly Journal Vouchers. • Keep update Accounting Software. • Preparation of Daily Bank Position. • Preparation of Bank reconciliation. • Preparation & processing of Invoice. • Follow-up Customers for payments. • Purchase order / Work order preparation & processing. • Contract preparation (SLA / Web development agreement / other 3rd party contracts). • Avoids legal challenges by complying with legal requirements. • Coordinate with Company's Advisor & Service Provider regarding matters such as Incorporation / Registration / Issuance of Shares etc. • Secures financial information by completing database backups. • Protects organization's value by keeping information confidential. • Prepare Reports for CFO / Perform tasks entrusted by CFO. • Updates job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations. Job Specification • Accounting, SFAS Rules,

Research Skills, Analyzing Information , Attention to Detail, Deadline-Oriented, Confidentiality, Thoroughness, Corporate Finance, Financial Software, General Math Skills. • M. Com Mandatory, CA (Part Qualified) / ACCA, MBA Finance, ICMA (Part Qualified), 1-2 years' Experience Mandatory. Information Technology and Services - Karachi, Pakistan  
#J-18808-Ljbffr

[Apply Now](#)

#### Cross References and Citations:

1. [Senior Executive Accounts Europejobscareer Jobs Karachi Division Europejobscareer](#) ↗
2. [Senior Executive Accounts Tunisiajobs Jobs Karachi Division Tunisiajobs](#) ↗
3. [Senior Executive Accounts Searchenginejoblistings Jobs Karachi Division Searchenginejoblistings](#) ↗
4. [Senior Executive Accounts Governmentjobsnearme Jobs Karachi Division Governmentjobsnearme](#) ↗
5. [Senior Executive Accounts BuenosairesjobsJobs Karachi Division Buenosairesjobs](#) ↗
6. [Senior Executive Accounts Maxillofacialjobs Jobs Karachi Division Maxillofacialjobs](#) ↗
7. [Senior Executive Accounts Canadianjobscentral Jobs Karachi Division Canadianjobscentral](#) ↗
8. [Senior Executive Accounts Socialmediajobopportunities Jobs Karachi Division Socialmediajobopportunities](#) ↗
9. [Senior Executive Accounts DublinjobsJobs Karachi Division Dublinjobs](#) ↗
10. [Senior Executive Accounts Microbiologistjobs Jobs Karachi Division Microbiologistjobs](#) ↗
11. [Senior Executive Accounts SanfranciscojobsJobs Karachi Division Sanfranciscojobs](#) ↗
12. [Senior Executive Accounts Insurancejobs Jobs Karachi Division Insurancejobs](#) ↗

13. Senior Executive Accounts Dohajobs Jobs Karachi Division Dohajobs ↗
14. Senior Executive Accounts Ecologyjobs Jobs Karachi Division Ecologyjobs ↗
15. Senior Executive Accounts Findremotejobs Jobs Karachi Division Findremotejobs ↗
16. Senior Executive Accounts Johannesburgjobs Jobs Karachi Division Johannesburgjobs ↗
17. Senior Executive Accounts Pharmacistjobs Jobs Karachi Division Pharmacistjobs ↗
18. Senior Executive Accounts Moroccojobs Jobs Karachi Division Moroccojobs ↗
19. Senior executive accounts Jobs Karachi division ↗
20. AMP Version of Senior executive accounts ↗
21. Senior executive accounts Karachi division Jobs ↗
22. Senior executive accounts JobsKarachi division ↗
23. Senior executive accounts Job Search ↗
24. Senior executive accounts Search ↗
25. Senior executive accounts Find Jobs ↗

Source: <https://pk.expertini.com/jobs/job/senior-executive-accounts-karachi-division-tectutive-pvt-limi-1398-27954/>

Generated on: 2024-05-06 by Expertini.Com