

**Our client, one of EPC in QATAR looking candidate for Accounting Executive position**

**Accounting Executive**

The Accounting Executive has primary responsibility for the accounting booking and analysis ,including tax compliance and implementation of complex Accounting issues.

**Responsibilities:**

Prepare, reconcile, and issue bills, proceed vendor invoices, and account statements according to company procedures

Perform general accounting functions, including accounts payable, accounts receivable, general ledger

Handle month-end and year-end closing including manage reports, budget and forecast reports

Prepare and analyze monthly, quarterly and annual financial reports

Coordinate and work with external auditor for annual financial statements audit

Responsible for the timely filing of corporate tax returns and ensuring compliance with the local regulations of tax authority. This includes performing tax computation and handling tax-related matters (VAT, Withholding Tax and Corporate Income Tax)

Other accounting/finance functions/missions may require

**Qualifications:**

Bachelor's degree or higher in Accounting

Fluent in English

At least 5 -10 years of experience in accounting field.

Strong knowledge of Microsoft Excel

Good knowledge and/or experience in accounting software, system in SAP is advantage

**Send your CV to [QATAR@BINAMANDIRI.SG](mailto:QATAR@BINAMANDIRI.SG)**

**Subject: Accounting Executive – QATAR**

**Any inquiry please contact HR Specialist: Singgih 081998177431**

***Note: Only qualified candidate will be contacted***