

BRINGING

CARE

Our aim is to deliver quality service to professionals, who are ready to change their careers. We would

Chief Accountant

On behalf of our client, an international property development and investment company, we are looking

You will either independently perform, or support the FM and the CFO with the following:

Responsible for day to day finance and accounts operations

Perform full set of accounts and ensure timely closing of accounts

Perform company cost forecasts/budgets, cost tracking, monitoring and controls

Responsible for timely monthly consolidated financial statements, payments, cash-flow management re

Review & approve payment vouchers & journal entries

Issue company cost reports for review and approval

Develop and maintain internal control and effective accounting system and policies for the set up

Establish and maintain systems for cost-sensitivity analysis and early-warning of cost- overruns

Handle all tax matters, including proper filling of tax returns

Ensure keeping a healthy tax situation of the company

Ensure that all transactions comply with appropriate VAT regulations and submitting the VAT Return

Ensure the integrity of the data held within the finance systems and the security of the related data

Support the implementation of new finance systems

Take leading role within the Finance Department for management of the core IT systems

Through preparation / review (as appropriate) of balance sheet / control accounts reconciliations, ensure

Take lead in recommending improvements to financial accounting / transaction processes of the company

Manage the fixed assets register of the company

Take the lead in ensuring that any internal or external audit management letter points relevant to the

Ensure that key financial processes are properly documented and updated and reviewed regularly

Responsible for managing and controlling the Chart of Accounts

Manage the external audit processes

Ensure timely, relevant and accurate reporting to the CFO

In order to succeed, you fulfill the following criteria:

Bachelor's Degree in accounting or finance;

Ideally 3-5 years of experience in a leading accounting position (Chief Accountant, Head of Accounting)

Experience in the construction industry (developer, project manager, contractor) is a plus but not required

Familiarity with IFRS is a must;

Experience with or easily adaptable to various accounting software platforms;

Willing to work as part of a team and take a hands-on role in detailed routine tasks where required;

Strong communicator in English and Serbian/Montenegrin;

Good organiser, innovative and able to contribute to continuous process improvement

If you meet the requirements mentioned above and you are not afraid of challenges, we will be pleased

Please send us your updated CV with contact details to: **jobs@connectu.me**

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