



# Job Description

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<b>Job Title</b> Accountant	<b>Job Location</b> Pemba	<b>Category</b> Accounting & Bookkeeping
<b>Job Type</b> Full Time	<b>Job level</b> Intermediate	<b>Industry</b> Construction
<b>Open to Expatriates</b> Only Open to Tanzanian Nationals		

## Minimum Requirements

<b>Min Budget</b> -	<b>Max Budget</b> -	<b>Primary Industry</b> Construction: 3 Years
<b>Secondary Industry</b> -	<b>Primary Category</b> Accounting & Bookkeeping: 3 Years	<b>Secondary Category</b> -
<b>Certificate</b> -	<b>Qualification</b> -	

## Summary

- Responsible for ensuring local tax payments,
- Allocation of expenses to correct cost centers.
- Support and respond for the company with all documentation pertinent to fiscal and tax legality in the country of employment.
- Plan, execute an effective management of accounting procedures.
- Other activities related to the department.

## Education & Qualifications

- Bachelor of Science in Accounting
- Knowledge in administrative and accounting systems, and cash flow.
- Good knowledge of tax laws and taxes;
- Knowledge of accounting in construction companies;
- Computer knowledge in the office package (Word, Excel, Outlook, etc).
- Fluency in the language of the country where you will work.

## Requirements

Experience Minimum of three (03) years in the function

## Characteristics

- Age between 27 – 50 years, preferably.
- Analytical and synthesis skills;
- Ability to take decisions;
- Leadership skills.
- Ability to express oneself orally and in writing.

## Driving Licence

Not Required

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