



Job Description

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Job Title Financial Accountant	Job Location Dar es Salaam	Category -
Job Type Full Time	Job level Intermediate	Industry Mining

Open to Expatriates
Only Open to Tanzanian Nationals

Minimum Requirements

Min Budget -	Max Budget -	Primary Industry Mining: 3 Years
Secondary Industry -	Primary Category -	Secondary Category -
Certificate -	Qualification -	

Summary

In this role you will be working closely with the finance team delivering full month end close for your vertical and also assist all finance functions as appropriate. As a Financial Accountant you will be responsible for balance sheet reconciliation, journals, tax returns, P&L review, accruals and month end reports.

Responsibilities

- Preparing month end reports
- Completing monthly and quarterly tax returns
- Preparing monthly management and group reporting packs
- Producing monthly end of year financial statements
- Responding to financial inquiries
- Month-end reconciliations (debtors, creditors, bank accounts, intercompany accounts, etc.)
- Creating and maintaining spreadsheets and/or databases to record, monitor and compile information
- Preparing the annual budget
- Conducting internal audits such as salary and wage reviews
- Creating KPI reports
- Assisting in audit compliance and internal control responsibilities;
- Provision of expert assistance to the FC in the maintenance and development of financial reporting models
- Assist with preparing quarterly financial forecasts
- Managing the delivery of monthly financial statements to strict deadlines
- Coordinate the preparation of regulatory reporting and monitor internal controls to achieve compliance
- Tax reporting and inventory processing
- Ad hoc duties to support the team

Education & Qualifications

- A Bachelor's degree in Accounting, Finance or any related fields.

Requirements

- A minimum of 3 years as a Financial Accountant.

Reporting To

Financial Controller

Driving Licence

Not Required

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