



Accountant

📍 Киев, 🔄 1
апреля

Компания: [«Eltoma Corporate Services»](https://jobs.ua/company/id/419604) (https://jobs.ua/company/id/419604) ([Все вакансии](#))

Рубрики: [Бухгалтерия, финансы, учет/аудит](#)

Пожелания к сотруднику

Образование: не имеет значения
Опыт работы: от двух лет
График работы: полный рабочий день

Описание вакансии

Position Title: Accountant (Remote)
Location: Remote (Work-from-Home)
Employment Type: Full-Time

About Us:

ELTOMA is a dynamic and growing sector company dedicated to providing a quality and value-for-money services. We are seeking a detail-oriented and highly motivated Accountant to join our team remotely. The ideal candidate will play a critical role in managing financial transactions, ensuring compliance with regulations, and providing insights to support business decisions.

Responsibilities:

• Financial Management:

Maintain accurate financial records and ensure proper documentation of transactions.

Prepare, review, and reconcile general ledger accounts.

• Bookkeeping and Reporting:

Manage accounts payable and receivable processes.

Prepare monthly, quarterly, and annual financial statements and reports.

Handle payroll processing and related filings.

• Compliance and Taxation:

Ensure compliance with local regulations.

Assist in preparing and filing tax returns and other regulatory submissions.

• Budgeting and Analysis:

Assist in budgeting, forecasting, and variance analysis.

Provide financial insights and recommendations to management for decision-making.

• Systems and Processes:

Utilize accounting software to manage financial data.

Continuously evaluate and improve financial processes and systems for efficiency.

Qualifications:

- Bachelor's degree in Accounting, Finance, or a related field (CPA or equivalent certification preferred).
- Proven experience in accounting, finance, or bookkeeping roles (minimum 3 years).

- Proficiency in accounting software such as Sage, QuickBooks, Xero, or similar tools.
- Strong knowledge of Generally Accepted Accounting Principles (GAAP) or International Financial Reporting Standards (IFRS).
- Excellent organizational and time-management skills.
- Strong analytical and problem-solving abilities.
- Ability to work independently in a remote environment.
- Exceptional communication skills, both written and verbal.

Preferred Skills:

- Experience with remote work and collaboration tools (e.g., Skype or Microsoft Teams).
- Familiarity with legal and accounting industry.
- Advanced Excel skills (e.g., pivot tables, VLOOKUPs, macros).

Benefits:

- Flexible working hours and a fully remote work environment.
- Competitive salary and performance-based bonuses.
- Opportunities for professional growth and development.
- Paid time off and health benefits (if applicable).
- A supportive and inclusive company culture.

How to Apply:

To apply for this position, please submit your resume, a cover letter, and any relevant certifications. We look forward to hearing from you!

Контактная информация

Сайт: <http://www.eltoma-global.com>