

Mazars is an international audit, tax and advisory firm committed to helping our clients confidently build and grow their businesses. For more please visit www.mazars.al

Our office in Pristina is looking for a professional interested in acquiring knowledge and skills in accounting correlations, with good analytical, planning and organizational skills to join our fast-expanding accounting team.

Mazars office in Pristina is hiring a:

SENIOR ACCOUNTANT

Responsibilities include:

- Client's ledger bookkeeping, which operates in different industries (service, construction, trade, production, etc.) in accordance with national and international accounting standards and current applicative legislation
- Managerial bookkeeping in accordance with clients requests
- Chart of Accounts verification and reconciliation
- Costs Centers verification and reconciliation
- Preparation of periodic financial and managerial reports in accordance with clients requests
- Preparation of monthly tax declarations in accordance with applicative fiscal law requests
- Preparation of financial statements and tax declarations for local and international companies
- Communicating with tax authority
- Report design and keeping constant communication with client

Qualifications and skills required:

- SCAAK Member (or close to membership) is preferred
- Graduate in Finance & Accounting (Mandatory)
- Proficiency in Accounting Software (Preferably in Kontabilitet Alpha)
- At least 3-4 years' experience in accounting, previous experience in Accounting company will be an advantage
- Excellent skills and knowledge in completing Financial Statements in accordance with NAS, IFRS
- Knowledge of tax & fiscal regulations framework
- Profound computer literacy (Advanced knowledge in Microsoft Excel, Outlook, Internet, etc.)
- Excellent communication skills in English and Albanian
- Ability to work under pressure and overtime
- Ability to meet deadline
- Strong analytical mind and passion for accounting
- Strong control skills and attention toward details

Remuneration and work position will be in accordance with applicant's experience.

Interested applicants should submit the following documents:

- An updated short summary or CV accompanied with a recent photograph
- Reference letters from actual or previous employer accompanied with their contact numbers.

Deadline for submission: 31 March 2024

Your application will be treated with full confidentiality. Only shortlisted candidates will be contacted.

Mazars is all about people – we believe that each individual makes a difference to the Mazars culture. If you're the sort of person who embraces challenge and likes to work amongst a diverse team of people from different backgrounds – we could be the firm for you.

To apply, please, send your CV, photo, and application letter in English to email address jobs@mazars.al with email subject containing (mandatory): **SENIOR ACCOUNTANT**