

CAREER OPPORTUNITY

MANAGER - ACCOUNTING

Are you highly motivated and a self-starter? Are you a team-player? Do you have excellent analytical skills? Are you comfortable at multi-tasking? Are you dead-line oriented?

If you are, then a growing financial institution offers you to the post of 'Manager-Accounting'.

Duties & Responsibilities include:

- Undertake monthly Bank Reconciliation Statements
- Ensure treasury balances are reconciled daily
- Reconcile all General Ledger Accounts monthly
- Prepare monthly Income Statements and Balance Sheets
- Prepare annual budgets and monitor and report on actual monthly results versus projections
- Manage the investment portfolio of the organization

Qualifications & Experience:

The ideal candidate should be pursuing an accounting designation and attained the level of CAT or equivalent.

Certification in Microsoft Office software applications such as excel would be an asset.

At least five years working experience in the preparation of financial statements and supervision of staff.

Interested and qualified persons may apply by e-mail in confidence to: careercoop@yahoo.com

The closing date for applications is February 14, 2013.