

ORBICO ALBANIA WAS FOUNDED IN 2010 AND SINCE THEN HAS BECOME A KEY PLAYER IN THE DISTRIBUTION OF BUSINESS. WORKING WITH 20 PRINCIPALS AND MORE THAN 60 BRANDS, ORBICO ALBANIA AIMS AT PROVIDING QUALITY PRODUCTS AND EXCELLENT SERVICE WHILE ASSISTING THE AVERAGE CONSUMERS IN THEIR DAILY NEEDS.

THIS IS A CAREER OPPORTUNITY FOR AMBITIOUS AND DYNAMIC INDIVIDUALS TO BECOME PART OF A LEADING DISTRIBUTION COMPANY

WE HAVE A VACANT POSITION:

SENIOR ACCOUNTANT

Duties and Responsibilities:

- control of the accounting documents
- coordination of transition and off-balance sheet accounts
- booking purchase/expense invoices
- bookkeeping, management and coordination of reservations (Accrual)
- concern for the general cost effectiveness in financial accounting services
- monitoring daily Self Care Fiscalization portal for purchase invoices and monthly controls for purchase & sale books
- completion of the Purchase Book
- control of Purchase & Sales Book
- calculation and registration in the financial system of withholding tax
- register in the financial system transactions of IFRS 16 and IFRS 15, annual calculation for IFRS 9 off-Balance
- monitoring of tax legislation
- cooperation with other departments in the company
- ensures the preparation of monthly reports, records, notes, analyses and other necessary documentation, ensures they are correct and sends them to his/hers supervisor on time
- work is carried out in accordance with job requirements, at superior's instructions, instructions on safety and health at work and fire order

Required skills:

- Proven working experience as accountant
- Proficient in using financial systems
- Proficient in using MS Office
- Good knowledge of Navision will be considered an advantage
- Fluent knowledge of English
- Strong work ethic and personal integrity and honesty
- Taking responsibility, problem solving, well in setting priorities
- Good communications skills
- Awareness for personal learning and development

What we offer:

- Full time employment contract
- Opportunities for professional development
- Attractive compensation package
- Chance to be part of a dynamic growing company
- Motivated team and enjoyable work atmosphere

If you are proactive and have a personal drive for improvement and the right mix of knowledge and competencies, please submit your structured CV specifying the position you are interested for to our e-mail: rekrutime.al@orbico.com

Only selected candidates will be contacted.

** All applications will be treated with complete confidentiality according to law no. 9887 on "Personal Data Protection" and will be used only for recruitment purposes.*

You are invited to be part of our team, not as a challenge but because you will enjoy to.

We will face challenges together!