

Mazars in Albania and Kosovo is an international, integrated and independent firm, specialized in audit, accountancy, advisory, tax and legal services. We assist major international groups, entrepreneurial and small businesses, private investors and public bodies at every stage of their development.

Our clients' long-term sustainable development and growth is our top priority. Therefore we provide our clients, wherever they are in the world, with high quality services in audit, financial services, tax or legal counsel, to help them make the right business decisions, always in compliance with regulations and norms. Our international organization leverages the skills of 40,000 professionals serving clients around the globe: 24,000 professionals across 89 countries in Mazars' unique integrated partnership, and 16,000 professionals in the U.S. and Canada via Mazars North America Alliance. For more please visit www.mazars.al

We are looking for professionals interested in acquiring knowledge and skills in accounting with good analytical, planning and organizational skills to join our fast expanding accounting team in Kosovo.

Mazars Office in Kosovo is hiring an:

ASSISTANT 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 monthly tax declarations in accordance with applicative fiscal law requests;
- Communicating with tax authority;
- Constant communication with the clients.

Qualifications and skills required:

- University degree in Finance, Accounting, Economics (Mandatory)
- Accounting qualification is preferred (SCAAK Accounting technician)
- Proficiency in Accounting Softwares (preferably Kontabilitet Alpha)
- 2 years of experience in accounting
- Knowledge in completing Financial Statements in accordance with NAS, IFRS
- Knowledge of tax & fiscal regulations framework
- Strong analytical mind and passion for accounting
- Fluency in English language
- Excellent PC skills
- Ability to work in teams
- Pro-active, committed to excellence and have a flexible and positive attitude

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

Interested applicants should submit an updated resume at infokosovo@mazars.al until 19 November 2021 with email subject containing: ASSISTANT ACCOUNTANT. Only short-listed applicants will be contacted. Applications will be processed in strict confidentiality. Only short listed candidates will be contacted.