



Open Vacancy: Assistant Accountant

Department: Finance

Location: HQ

Deadline: 15th Dec 2023.

Company Details: EFTA is a reputable award-winning equipment finance company based in Tanzania with numerous branches across the country, dedicated to helping SMEs and tamers grow.

Job Descriptions:

1. Monthly Reconciliations including Bank Reconciliations, Petty cash reconciliations and General Ledger Reconciliations.
2. Ensure monthly compliance with all tax and regulatory deadlines.
3. To Ensure All Collection Report are prepared Monthly and Share to All Branches.
4. To Ensure Petty Cash are Managed, Control and posted to All Branches.
5. Examining expenses submitted by branches by ensure they comply with regulatory requirements.
6. Proper maintenance and monthly posting of accrual schedule.
7. Monthly IFRS 16 entries posting and reconciliation with trial Balance.
8. Monthly VAT filing together with VAT Reconciliations.
9. Any other duties may be assigned with supervisor.

Qualifications

1. Degree in Accounting from any reputable university.
2. 1- 2 years' experience in accounting.
3. Well in Microsoft applications usage including formulars.

4. Analytical skills
5. Fluent in English and Swahili

How to apply: For all interested candidates kindly use the email to upload all the need document for vacancy: tefta@efta.co.tz