



cutting through complexity

ACCOUNTANT (A/M)

BASED: PARTLY TIRANA, PARTLY RROGOZHINE

Let your passion make a difference in a new job!

Our client is an international company operating in the field of dairy production and ranks among the most renowned manufacturers of dairy products not only in Europe but also in Asia and America. The local subsidiary of the company has turned to be an important player on the Albanian market and in view of further strengthening the company's position the senior management is looking for a dedicated and hard-working professional to join the local team on the position of:

Accountant (A/M)

Based: Partly Tirana, partly Rrogozhine

Reporting to the Chief Accountant, based in Albania, you will be responsible for providing efficient and timely financial information to management by researching and analyzing accounting data as well as for preparing reports and performing other bookkeeping duties. In more details, you will book daily bank transaction, petty cash accounts, purchase and sales invoices and monitor bank transfer accounts. Other duties include coordination and control of invoices through authorized persons, preparation of payment proposal list and booking payments to creditors. Further to that you will reconcile creditors' and debtors' accounts and prepare monthly sales and purchase books for tax purpose. You will also participate in the process of calculation and payment of the monthly payroll, monthly calculation of cost of the products, planning of liquidity, forecasting the financial statements and in the preparation of the financial statements.

You will be expected to keep abreast of changes in the Albanian financial legislation affecting the company's business and make appropriate recommendations to the management.

The corporate culture of our client welcomes diligent professionals with prudent work attitude combined with superior follow-through and organizational skills.

As a talented Professional you will possess:

- University Degree in Accounting, Finance or similar disciplines
- Minimum three years of practical experience in the accounting function, ideally in a manufacturing plant
- Solid knowledge in finance, accounting, budgeting, cost control principles, general accounting principles, automated financial and accounting reporting systems
- Strong awareness of Albanian accounting, tax and labour legislation
- Ability to work accurately under pressure and to meet strict deadlines coupled with highly responsible and hard-working mindset is a requirement
- Independence, authority, ability to participate in and facilitate group meetings, good organizational skills, willingness to work a flexible schedule
- Good team worker and excellent communication skills
- Fluent written and verbal English and reliable computer skills are a must

Please send your structured Curriculum Vitae together with a motivational cover letter in English by 6 October 2013 to KPMG Albania Shpk to the following email: peopleandchange@kpmg.al or at the address: Dëshmorët e Kombit Blvd., Twin Towers Buildings, Building 1, 13th floor, Tirana 1000, Albania, for pre-selection. Only shortlisted candidates will be invited for an interview. Documents will be treated in strict confidentiality.

License No 1402/08.02.2012

kpmg.com/al

© 2013 KPMG Albania Shpk, an Albanian limited liability company and a member firm of the KPMG network of independent member firms affiliated with KPMG International Cooperative ("KPMG International"), a Swiss entity. All rights reserved.

The KPMG name, logo and "cutting through complexity" are registered trademarks or trademarks of KPMG International.