

Vacancy Announcement

PwC in Albania is seeking to employ *Finance Specialist*



About PwC

PwC (www.pwc.com) is a global network of **223,000** people, with member firm offices in **157** countries.

PwC provides industry-focused assurance, tax and advisory services to build public trust and enhance value for its clients and their stakeholders. We believe in creating and sustaining value, building trust through dedication to quality, attracting and retaining outstanding people and demonstrating leadership through sound governance and transparency.

We use our networks to draw on the experience, industry knowledge and business understanding of our people.

The role

- Completion of VAT books and reverse charge files. Filling payments of VAT, SHC, PIT, CIT, WHT etc.
- Bookkeeping, reconciliation of accounts, chasing balances.
- Assistance in the preparation of Financial Statements for company.
- Preparation and submission of cash flow statement.
- Preparation of supportive documentation for Q1- Q4 Balance Sheet GI.
- Preparation and initiation of payments in e-banking.
- Verifying incoming transfers, allocation of amounts to clients. Chasing balances.
- Updating of client related files. Bank accounts and other internal files.
- Preparation of invoices, cheques for Petty cash withdrawals.
- Responding to specific questions/needs from clients and suppliers.

Apply now!

To apply for this job, please click this [link](#), find AL-Finance Specialist and attach your CV not later than **1 February 2017**.

Applications will be processed in strict confidentiality. Only short-listed candidates will be contacted.

Requirements:

- Minimum of 3 years of experience in accounting and reporting;
- Degree in finance, accounting or related areas;
- Very good knowledge in statutory accounting and taxation;
- Advanced skills in Excel;
- Knowledge of SUN software would be an advantage;
- Fluent English, including accounting terminology;
- Attention to details, analytical thinking, ability to keep deadlines;
- Flexibility, good communication skills, and high sense of responsibility.