**Join Our Team as an Accounts Officer!**

We're hiring for three Accounts Officer positions, and we're looking for talented individuals with the following qualifications:

**What do we offer?**

CECOS University offers a total compensation package that aligns with market standards. The package includes competitive salaries along with Life Insurance, Health Insurance, Provident Funds, as well as convenient and cost-effective pick-up and drop-off services, education benefits based on merit for employees advancing their studies and education assistance for the children of qualifying employees.

**Educational Background:**

ACCA, BS (A&F), MBA (Finance) & equivalent.

**Experience:**

3 to 5 Years

**Key Responsibilities:**

         Maintain accurate financial records in compliance with accounting standards.

         Generate comprehensive financial reports and offer valuable insights to the management.

         Efficiently manage accounts payable, receivables, facilitating suppliers' payments through digital banking channels.

         Reconcile bank statements to ensure accurate bank book balances align with bank statements.

         Fully understand taxation and EOBI laws implications and respective online portals.

         Practical knowledge of SAP B1 and MS Excel.

**Other Skills:**

         Proven Financial Analytical skills

         Advanced English Communication skills

         Proactive team player and able to work with different teams to drive a positive environment.

         Accepting and adhering to high moral, ethical, and personal values in decisions, communications, actions, and when dealing with others.

         Excellent Analytical, Interpersonal & Communication skills.

**Why Join Us?**

         Thriving and dynamic work environment

         Opportunities for professional growth

         Collaborative and inclusive workplace culture

         Challenging and rewarding projects

If you have a passion for finance, possess the required qualifications, and are ready to take on new challenges, we want to hear from you!

Apply now by submitting your resume and cover letter by visiting our website www.cecos.edu.pk/careers. Embark on the path to financial excellence with us!