

Financial Accountant

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Company: PRI

Location: Solwezi

Category: other-general

Overview

Overall Job Purpose

To accurately prepare and report financial statements and reports, including income statements, financial position and cash flow statements and support financial decision-making

Specific Job Responsibility

Prepare monthly statements by collecting data; analyzing and investigating variances; summarizing data, information and trends

Prepare quarterly and annual statements by gathering data

Comply with government tax return requirements abiding by the Zambian tax laws; advise management on required actions; calculate quarterly estimated tax payments; gather data for quarterly and annual tax returns

Respond to financial inquiries by gathering, analyzing, summarizing, and interpreting data

Provide financial advice by studying operational issues; applying financial principles and practices; developing recommendations

Prepare special reports by studying variances; preparing budgets; developing forecasts

Update job knowledge by keeping current with financial regulations and accepted practices

To perform data and statistical analysis to spot trends and anomalies

Assisting in process improvement and systems enhancement initiatives

Proactively identify new initiatives that could benefit the organisation.

Perform other duties as assigned by the Supervisor

Qualifications

Degree in Accounting, finance, Business Administration or related field

Professional accounting and finance qualifications such as ZICA, ACCA, CA, CPA, or CIMA etc

Must be a paid up member of Zambia Institute of Chartered Accountants (ZICA)

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