



HIRE MALDIVES PRIVATE LIMITED
REG. NO: C12292023

Job Description

Job Vacancy: Accountant

Number of Vacancies: 1 (Local)

- A Bachelor's Degree in Accounting, Finance, or a related field is mandatory.
- Salary: Negotiable, based on qualifications and experience Qualification

Key Responsibilities

- Maintain accurate financial records and accounting entries.
- Manage accounts payable, accounts receivable, and invoice processing.
- Perform daily and monthly ledger reconciliations.
- Prepare financial statements and weekly/monthly receivables reports.
- Ensure compliance with applicable tax laws and regulations.
- Manage petty cash, reimbursements, and cash transactions.
- Follow up with clients to ensure timely collection of outstanding payments.
- Assist with cash collection and credit control.
- Use QuickBooks and other accounting software to maintain financial records.
- Perform other duties as assigned by management.

How to Apply

Interested and qualified local candidates are invited to submit their CVs to jobs@hiremaldives.mv