



<https://kaymubconsulting.com.ng/vacancies/accountant-at-morgan-capital/>

Accountant

Description

We are seeking to hire an Accountant to help reconcile financial discrepancies by collecting and analyzing account information.

- Minimum Qualification : Degree
- Experience Level : Entry level
- Experience Length : 1 year

Responsibilities

- Reconcile financial discrepancies by collecting and analyzing account information
- Document financial transactions by entering account information
- Substantiate financial transactions by auditing documents
- Maintain accounting controls by preparing and recommending policies and procedures
- Secure financial information by completing database backups
- Produce error-free accounting reports and present their results
- Provide technical support and advice to management
- Support month-end and year-end close process
- Communicate effectively with clients
- Contribute to a strong client relationship through positive interactions with client personnel
- Communicate with Manager and/or Director on work status and client issues that arise
- Computing taxes.

Qualifications

- Minimum of OND/HND in Accounting.
- 1 – 3 years experience in a similar role
- Thorough knowledge of basic accounting procedures and principles
- Strong analytical, communication, and computer skills (Microsoft Office Suite).
- Proficient in MS Excel and accounting software
- In-depth understanding of business bookkeeping procedures
- Solid knowledge of accounting regulations and practices in Nigeria.
- Attention to detail
- Confidentiality
- Honesty
- Budget preparation and monitoring for the entire company and by the department.
- Excellent written and oral communication skills

Hiring organization

Morgan Capital Group

Employment Type

Full-time

Industry

Banking, Finance & Insurance

Job Location

Lagos

Base Salary

₦ 250,000 - ₦ 400,000

Date posted

December 17, 2024