

VACANCY FOR ACCOUNTANT IN AMUWO ODOFIN, LAGOS STATE.

Position: Accountant

Location: Amuwo Odofin

Employment Type: Full-time

Salary: 150,000

Experience: 2 -3 years

Overview:

We are seeking a detail-oriented and experienced Accountant to manage and oversee financial activities for our client's retail business. The Accountant will be responsible for maintaining accurate financial records, preparing financial reports, and ensuring compliance with relevant regulations. The ideal candidate will have a strong understanding of retail accounting practices, inventory management, and cost control.

Key Responsibilities:

1. Financial Reporting: Prepare monthly, quarterly, and annual financial statements including profit and loss statements, balance sheets, and cash flow reports.
2. Bookkeeping: Maintain accurate financial records, including accounts payable and receivable, payroll, and general ledger entries.
3. Inventory Accounting: Monitor and account for stock levels, including managing costs associated with inventory purchases, shrinkage, and adjustments.
4. Budgeting and Forecasting: Assist in the preparation of budgets and forecasts, ensuring they align with the financial objectives of the retail business.
5. Tax Compliance: Prepare and file tax returns and ensure compliance with all tax regulations, including VAT, sales tax, and other applicable taxes.
6. Cost Control: Monitor expenses and suggest cost-saving

measures without compromising on the quality of services.

7. Accounts Reconciliation: Perform monthly reconciliations of bank accounts, credit card statements, and other financial records to ensure accuracy.

8. Internal Controls: Develop and enforce internal financial controls and procedures to safeguard company assets.

9. Audit Support: Coordinate with external auditors during financial audits and provide necessary documentation.

10. Financial Analysis: Analyze financial data to identify trends, variances, and opportunities for improvement within the retail operations.

Qualifications:

- Bachelor's degree in Accounting, Finance, or a related field.
- Proven experience in accounting, preferably in a retail environment.
- Strong knowledge of retail accounting principles, inventory management, and cost control.
- Proficiency in accounting software (e.g., QuickBooks, Xero) and MS Office Suite (especially Excel).
- Excellent analytical and problem-solving skills.
- Strong attention to detail and accuracy.
- Ability to work independently and meet tight deadlines.

How to Apply:

Interested candidates should submit their resume and cover letter to L.recruiter@fmragency.com.