

JOB POSTING REQUEST FORM

JOB DETAILS	
Reference #	CP-207-2022
Company Name	Librex Group Offshore s.a.l.
Industry	Manufacturer and Distributor
Vacancy	Accountant
Number of vacancies for that position	1
Job Type <i>(FT, PT, Contractual, Seasonal)</i>	FT
Major(s)	Accounting, Business
Degree	BA
Years of Experience	3 to 4 years
Location	Zalka
Remuneration & Benefits	
Currency (LBP, Dollar, Lollar)	
Tasks & Responsibilities	<ul style="list-style-type: none"> • Verify, allocate, post and reconcile accounts payable and receivable • Support month-end and year-end close process • Coordinating accounting functions and programs. • Maintaining and reconciling balance sheet. • Assisting with annual audit preparations. • Performing other accounting duties
	Qualifications <ul style="list-style-type: none"> • BA in Accounting or equivalent • 3 to 4 years of experience • Analytical Skills • Interpersonal Communication • Adaptability • Time Management