

JOB POSTING REQUEST FORM

JOB DETAILS	
Reference #	CP-258-2022
Company Name	Multifab Industria LDA
Industry	Industrial
Vacancy	Accountant
Number of vacancies for that position	1
Job Type (<i>FT, PT, Contractual, Seasonal</i>)	Full time, on site
Major(s)	Accounting or equivalent
Degree	BS
Years of Experience	2+
Location	Luanda, Angola
Remuneration & Benefits	Depending on qualifications
Currency (LBP, Dollar, Lollar)	
Tasks & Responsibilities	<ul style="list-style-type: none"> • Recording daily transactions and reconciliations • Executing online payments • Performing verification and reconciliation tasks for all accounting entries and transactions • Preparing VAT calculations and reports • Performing daily spot-checks on invoices and petty cash, and ensuring compliance with internal rules • Ensuring that all work is performed according to generally accepted accounting standards • Issuing monthly and periodic reports