

## JOB POSTING REQUEST FORM

### Job Details

Reference #	CP-287-2021
Company Name	ICAD
Industry	Construction & Engineering
Vacancy	Finance Officer
Job Type ( <i>FT, PT, Contractual, Seasonal</i> )*	FT
Major	
Years of Experience	2 Year to 5 Years
Education	Bachelor Degree
Location	Saudi Arabia
Application Deadline	
Remuneration & Benefits	To be discuss
Tasks & Responsibilities	<ul style="list-style-type: none"> <li>• Prepare monthly, quarterly and annual financial reports</li> <li>• Analyzing Financial Position</li> <li>• Evaluating Past Performance</li> <li>• Forecasting Future Performance</li> <li>• Analysis and interpretation of a company's financial position</li> <li>• Keeping accurate records for all daily transactions</li> <li>• Processing invoices</li> <li>• Record accounts payable and accounts receivable</li> <li>• Update internal systems with financial data</li> <li>• Participate in financial audits</li> <li>• Processing and Reconciliation of sub-contractor payments</li> <li>• Maintain the LG and LC work for Creditors and Debtors.</li> </ul>