

## JOB POSTING REQUEST FORM

### Job Details

Reference #	CP-295-2021
Company Name	Beam International S.A.L (Offshore)
Industry	Supply chain & trading (Industrial Equipment)
Vacancy	Senior Accountant
Job Type ( <i>FT, PT, Contractual, Seasonal</i> )*	FT
Major	Accounting
Years of Experience	7-10 years
Education	BE in Business
Location	Beirut, Lebanon
Remuneration & Benefits	
Tasks & Responsibilities	<ol style="list-style-type: none"> <li>1. Overview the work performed by the Junior Accountant.</li> <li>2. Compile and analyze accounting data.</li> <li>3. Review and reconcile trial balance, AP, AR, Banks, payroll, intercompany, etc.</li> <li>4. Manage prepayments, fixed assets schedules, and inventory.</li> <li>5. Prepare and analyze reports: daily cash, cash movements, monthly cost center reports, sales, clients &amp; suppliers t/o, aging, and monthly overhead.</li> <li>6. Actively assist in preparing schedules and payments to social security and country relevant taxes</li> <li>7. Assist with the month-end and year-end closing as well as the monthly VAT preparation.</li> </ol>