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Accountant with Odoo ERP System Knowledge

Hiring organization
Magico Group

Employment Type
Full-time

Job Location
Obour city

Date posted
October 24, 2024

Description

We are seeking an experienced Accountant who is proficient in Odoo ERP to handle financial tasks, manage accounts, and ensure compliance with company policies. The ideal candidate will have a solid accounting background, coupled with experience in managing ERP systems for financial data accuracy and process efficiency.

Responsibilities

- **Manage and maintain company accounts, ensuring timely and accurate financial reporting.**
- **Handle daily accounting operations including accounts payable/receivable, payroll, and tax compliance.**
- **Use Odoo ERP to process, record, and track financial transactions across the organization.**
- **Generate financial statements, balance sheets, and income reports for management review.**
- **Assist in budgeting and forecasting processes to support financial planning.**
- **Perform month-end and year-end close processes in Odoo ERP.**
- **Ensure compliance with local and international financial regulations and reporting standards.**
- **Collaborate with auditors to ensure efficient internal and external audit processes.**
- **Provide ongoing support and training to finance team members on Odoo ERP functionalities.**
- **Identify and recommend improvements for system optimization and financial processes.**

Qualifications

- **Bachelor’s degree in Accounting, Finance, or a related field.**
- **3+ years of proven experience in accounting, preferably in a manufacturing or agrochemical industry.**
- **Proficiency in Odoo ERP system is required.**
- **Strong knowledge of financial regulations, tax laws, and compliance standards.**
- **Advanced skills in Microsoft Office (Excel, Word) and accounting software.**
- **Strong analytical and problem-solving skills with attention to detail.**
- **Excellent communication and interpersonal skills.**
- **Ability to work independently and in a team, managing multiple priorities.**