

SENIOR ACCOUNTS OFFICER – TREASURY AND INVESTMENTS

REQUIREMENTS

- ACCA Skills level or Bachelors degree in Accounting or other similar accounting qualification
- Minimum 2 years of work experience in Accounting field
- Computer skills with knowledge of MS Office Applications (preferably in data and financial evaluation and analytical skills)
- Excellent verbal and written communication skills in Dhivehi and English
- Excellent inter-personal skills and ability to work in a team environment
- Analytic thinking leadership and problem-solving skills
- A team player, able to work independently and adhere to tight reporting deadlines
- Pleasant personality

RESPONSIBILITIES

- Ensure customer payments are posted to systems, collections are deposited as per relevant policies and procedures.
- Ensure timely completion of bank reconciliations and other relevant general ledgers.
- Prepare/review cashflow forecasts.
- Ensure investments are managed in compliance with relevant policies and procedures.
- Plan, implement and manage investment strategies.
- Ensure financial records are maintained in compliance with relevant policies and procedures
- Preparing management, strategic and regulatory reports related to Treasury and Investment.
- Assist in preparation of annual budgets, audits and other reports.
- Preparation and review of relevant policies and procedures

REMUNERATION & BENEFITS

- Attractive salary based on qualification and experience
- Annual Bonus
- Flexible Leave Arrangement
- Sales Incentive
- Health & Life Insurance Plan
- Third Party Credit Schemes
- Staff Loan Scheme
- Learning & Development

Interested candidates please apply in writing along with Job Application Form, Job Letter, ID card copy, CV, and copies of relevant certificates to:

Allied Insurance Company of the Maldives Pvt. Ltd.
Allied Building, 3rd Floor, Chaandhanee Magu,
Male', 20156,
Maldives

☎ 1600
☎ 332 5035
✉ jobs@allied.mv
🌐 www.allied.mv

- Application form is available at our website
- Applications with:
 - inaccurate information,
 - incomplete application form
 - missing other required documents such as CV, letterswill be disqualified

Please apply on or before 30 October 2022 — 15:30 hrs.

Only shortlisted candidates will be called for interview and for more information call us at 1600
(All prospective employees must pass a background check)