

JOIN OUR TEAM

EVERY EMPLOYEE COUNTS

AI | IUL | 2022 | 02

ASSISTANT MANAGER – ACCOUNTS PAYABLE

Requirements

- ACCA completed or other similar professional 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

- Overall supervision of Accounts payable section
- Ensure vendor accounts are settled as per relevant Policies and Procedures
- Monitoring and managing of Fixed Asset register
- Preparation and review of relevant reports
- Preparation and review of relevant policies and procedures
- Ensure financial records are maintained in compliance with relevant policies and procedures
- Ensure compliance of International Financial Reporting Standards (IFRS)
- Ensure timely reconciliation of relevant general ledgers

Remuneration & Benefits

- An attractive salary package will be provided to the successful candidates, based on qualification and experience
- Health Insurance, performance related bonus and other benefits as per Company's policy

Interested and qualified 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, Chaandhane Magu,
Male', 20156,
Maldives

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

- Application form available on our website
- Applications with inaccurate information, which do not meet the above requirements, and which are incomplete will be disqualified.

Deadline 24 January 2022 | Before: 15:30 Hrs

**Preference will be given for applicants who have completed 14 days after administering 2nd dose of Covid-19 vaccine
Only shortlisted candidates will be called for interview and for more information call us at 1600**

(All prospective employees must pass a background check)



Allied Insurance Company