

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 on our website.

Applications with inaccurate information, which do not meet the above requirements, and which are incomplete will be disqualified.

Please apply on or before 29 August 2022 — 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)