

Accounts Executive

F. Schembri Holdings Ltd comprises a group of companies covering all aspects of the construction industry including civil works, manufacturing of pre-cast elements, infrastructural works including major roadwork and other capital projects, mechanical and electrical installations, joinery and internal finishes.

The company is seeking to recruit an Accounts Executive who will form an integral part of the Group

Main scope of works are as follows:-

- Recording, organising and structuring financial data;
- Collaborating with the various departments within the Group to ensure that information is structured in line with reporting requirements;
- Analysing financial information;
- Maintaining and reviewing regular project costings;
- Assisting in the preparation of financial reports and management accounts;
- Controlling financial records and data.

Requirements

- Great communication skills, both in Maltese and English
- Ability to solve problems;
- Able to work both in a team and on own initiative;
- A details-oriented, numerate and highly organised individual;
- Excellent communication skills;
- Enjoys working in a challenging environment;
- Good knowledge of Microsoft packages including Excel and Word;
- Ability to work under pressure and within tight deadlines;
- Previous experience in a similar post would be an asset;
- In the process of obtaining the Advanced Diploma in ACCA qualification or equivalent;
- Significant Accounting experience is also considered
- Great communication skills, both in Maltese and English.
- Have a clean police conduct

Interested applicants are to send their CV and covering letter to:

info@fsh.com.mt