

Junior Accountant Role

Fides Corporate Services is a boutique firm uniquely qualified and positioned to provide creative, innovative and practical solutions specifically by focusing on Maltese corporate services, trusts, financial services, shipping and all the required back office support your business may require in Malta.

Job Description

As part of our continued development and expansion, we are seeking to recruit a Junior Accountant. The selected candidate will be working within the Accounts team and assigned a diverse portfolio of local and foreign clients. He/she will be receiving continuous professional development while gaining invaluable experience within our growing organisation.

Role and Responsibilities

- Assisting the accounts team, mainly in the processing and maintaining of accounting records;
- Processing bank and other reconciliations;
- Assisting the payroll function
- Assistance with other accounting requirements.

Requirements

- Good knowledge of Microsoft Office applications, especially Microsoft Excel;
- Good interpersonal skills and strong verbal and written communication skills;
- Attending training and courses to which we deem suitable for professional growth
- Must be able to work in a team but also on own initiative;
- Have a positive attitude and be an efficient team player.

The right candidate will benefit from:

- An attractive remuneration package (including benefits) in a superior and young work environment.
- Solid career prospects and potential for growth within the organization

Applicants are to contact sam@fidesmalta.com.