

EPPC Kosovo, on behalf of its client, one of the largest and most innovative investment group in Albania and in the Balkans, is currently recruiting a **Chief Accountant** for Kosovo in production and minning industry.

Major responsibilities:

- Ensure an accurate and timely monthly, quarterly and year end close of books;
- Preparation of Group reporting pack (GRP) and IFRS financial statement;
- Review general ledger on a monthly basis to ensure accuracy of posting;
- Ensure all local tax requirements are met and complied with and responsible for all tax audits and inspections;
- Arrange, implement, and bring continual improvement in the QMS and EMS systems (policy, procedure, and objectives) of the company in general;
- Collaborate with analysts, designers, and system owners in the testing of ERP software programs and applications, propose improvements to ERP structure and functionalities;
- Ensure that any ERP integration into company systems meets functional requirements, system compliance, and interface specifications;
- Liaise with company's ERP suppliers for prompt rectification of any problems or emergencies;
- Provide orientation and training to end users for all modified and new systems;
- Supervise the work of subordinate accountants, accounting assistants, and other assigned staff;
- Relationships and interactions with CEO, Board members of the company and Heads of other departments.

Requirements for this position are:

- University Degree in Economy or Business Administration, MBA/Chartered Accountant certificate/ACCA would be preferred;
- Experience in large operational/production companies;
- At least **8 years in leading accounting teams**;
- Extensive knowledge of tax laws and procedures in Kosovo;
- Strong leadership and change management skills;
- Language skills: Fluent in English (written and oral);
- Ambitious, self-motivated, proactive and result oriented;
- Outgoing personality and strong team player able to work with and communicate to all levels of management;
- Very good knowledge of Microsoft Office (practical knowledge of Navision is preferred).

How to apply:

To apply for the position, please send your CV **until 16th of November 2018** and supporting document, specifying the position you are applying for "**Chief Accountant**", at the email address:

kosovo@eppc.al

You will be contacted by EPPC only if your CV & support documents will be qualified by our evaluation team.