

**beograd**

bratislava  
budapest  
graz  
innsbruck  
kecskemét  
linz  
ljubljana  
praha  
ried  
salzburg  
sarajevo  
wien  
zagreb  
zürich  
sofia

We are expanding our team at the Belgrade location by one

## senior accountant (m/f) fulltime, senior position

### **AREA OF RESPONSIBILITY**

- ¬ Providing full circle accounting services to clients
- ¬ Independent managing of clients , i.e. keeping all accounting records
- ¬ Create and analyze liability, asset, and capital accounts by compiling electronic data and required documentation
- ¬ Arranging of work assignments with respecting deadlines & Adequate organization of accounting tasks by clients
- ¬ Establish and maintain professional communication with the clients regarding the implementation of accounting transactions
- ¬ Preparation of financial statements & tax balance
- ¬ Assisting with annual audit preparations; Investigating and resolving audit findings, account discrepancies, and issues of non-compliance
- ¬ Assisting with tax audits
- ¬ Coordinating more complex accounting projects and initiatives with other members of the accounting and finance team or with other departments
- ¬ Supervising and supporting the work of other colleagues in the accounting sector

### **COMPETENCES / CONDITIONS**

- ¬ University degree in Economics (Accounting or Finance)
- ¬ At least 5 years work experience in accounting and at least 2 years as Senior accountant
- ¬ Preferable experience in consulting
- ¬ Adequate knowledge of Serbian GAAP and related tax regulations (eg Law on Accounting, Law on VAT, Law on Profit Tax, International Accounting Standards (IAS), IFRS etc.)
- ¬ Excellent computer software skills; Preferable knowledge in Pantheon and SAP
- ¬ Excellent knowledge of English language (Knowledge of German is an advantage)
- ¬ Excellent planning, organization, interpersonal, time-management and customer service skills
- ¬ Excellent verbal, written, and in-person communication skills
- ¬ Ability to train and manage staff; Proven ability to work both independently and collaboratively with different levels of employees

### **WE OFFER**

- ¬ Career development & education assistance to further your ambitions
- ¬ Dynamic, internationaly oriented work environment & performance oriented salary

**leitner**leitner  
tax audit advisory



Maria Schlagnitweit,  
Christoph Kneidinger

We look forward to receiving your application.

