



## **POSITION: OPERATION/CASH ACCOUNTANT- SOLOMON ISLANDS**

Reporting to the Financial Controller, you will be responsible for the following:

### **You will have;**

1. To ensure cash-in from sales (EVD & trade inventory) should be fully reconciled and 100% deposited into the bank for Honiara, Malaita and Western Region.
2. Responsible working with Inventory Supervisor to ensure the monthly physical stock count matches MYOB.
3. Responsible working with the warehouse team to ensure bar code scanning is done properly for the inventory sold similarly, return stock, if any, is properly accounted for.
4. Ensure EVD sold matches cash 100% and no fraud & errors occur on sale of EVD. Check processes & system improvements.
5. Manage Accounts Receivable and Inventory module on MYOB with assistance of the Financial Controller
6. Work with Accounts Payable to ensure PO's are raised on time and payments are processed. Ensure payable documentations are electronically archived on the server.
7. Other Tasks delegated by the Financial Controller

## **SELECTION CRITERIA**

- Tertiary qualification in accounting or related fields
- Has at least 3-4 years of experience financial or accounting roles
- Experience in using of computerized accounting systems and spreadsheets
- Has depth experience in using Microsoft Excel and MYOB
- Able to work as a team
- Effective oral and written skills
- Good Problem solving skills
- Honest & trustworthy

## **Benefits**

Competitive remuneration in line with experience and qualifications.  
All applications will be treated with the strictest confidence.

Bmobile-vodafone is an Equal Opportunity Employer.

Please direct all applications to;

Email address: [jobs@bmobile.com.sb](mailto:jobs@bmobile.com.sb)

**Or**

Drop off your application at our Head Office, located Grand Plaza (Top floor

Addressed to:

The Human Resource Manager  
Bmobile Solomon Islands Limited  
PO Box 2134  
Honiara Solomon Islands

**Label: Position Name**

Closing date for applications will be on Monday 26<sup>th</sup> February 2018

***Only shortlisted candidates will be contacted***