



**HansaWorld, a global ERP and CRM business software vendor, is seeking to employ an Accounts Manager for our office based in Miami.**

# ACCOUNTS MANAGER

HansaWorld in the USA is looking for a person responsible for general accounting and reporting. We offer superb training and career development with a friendly and dynamic environment. HansaWorld provides the chance to learn various skills from both a technical and business point of view, and be part of team working on the latest IT projects and technologies.

## Responsibilities:

- Responsible for providing administrative and clerical support
- Coordinates facilities issues
- Prepares journal entries; maintains and reconciles ledger accounts
- Provides record of assets, liabilities, and other financial transactions
- Performs accounts payable duties
- Balances books periodically and prepares profit and loss, income, and balance sheet statements
- May be assigned in various functional areas of the company
- Provides management of the company with information needed for decision making
- Other day to day tasks

## Skills:

- Excellent communication and presentation skills
- Excellent planning, organisational and coordination skills
- Adjusting to the new environment and tasks
- Take initiative
- Self starter and self-motivated

## Requirements:

- 2+ years of relevant corporate accounting experience
- B.A./B.S. in Accounting, Finance, or related field
- Experience working with ERP system
- Professional qualifications preferred
- Ready to travel
- Fluent English, both verbal and written

## Organisation Relationships

The Accounts Manager reports directly to the Country Manager and to other HeadQuarters staff when required on demand.

## Benefits:

- Opportunity to travel internationally
- Potential for rapid professional development
- Work as part of a diverse international team
- Competitive salary to start with
- Office located in Miami Beach