

Junior Accountant (NetSuite)

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Company: Staff4Me

Location: Argentina

Category: computer-and-mathematical

We are currently seeking a Junior Accountant (NetSuite) to join our finance team at Staff4Me. As a Junior Accountant, you will be responsible for assisting with various accounting tasks, with a specific focus on utilizing NetSuite software. This role offers a great opportunity for someone looking to build their career in accounting and gain experience working with NetSuite.

Responsibilities

Assist with accounts payable processes, including reviewing and processing vendor invoices, reconciling statements, and preparing payments using NetSuite.

Assist with accounts receivable processes, including generating customer invoices, recording payments, and following up on outstanding balances utilizing NetSuite.

Assist with general ledger maintenance, including journal entries, account reconciliations, and financial reporting in NetSuite.

Assist in preparing monthly, quarterly, and annual financial statements using NetSuite.

Work closely with cross-functional teams to gather and analyze financial data in NetSuite.

Assist in the development and implementation of accounting processes and controls in NetSuite.

Provide support during audits and examinations, utilizing NetSuite to provide accurate and organized financial records and documentation.

Requirements

Bachelor's degree in Accounting, Finance, or a related field.

Proven experience and proficiency with NetSuite accounting software.

Knowledge of accounting principles, practices, and regulations.

Strong attention to detail and accuracy.

Proficiency in MS Office, particularly Excel.

Strong analytical and problem-solving skills.

Ability to work both independently and collaboratively in a team environment.

Excellent communication and interpersonal skills.

Ability to prioritize tasks and meet deadlines.

Experience in accounts payable, accounts receivable, or general ledger functions is a plus.

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