

Account Officer

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Company: Dangote Group

Location: Obajana

Category: business-and-financial-operations

Job Summary

Are you passionate about finance and accounting? Do you enjoy working in a fast-paced environment? Dangote Cement Plc is currently seeking a friendly and detail-oriented Account Officer to join our team.

As an Account Officer, you will be responsible for managing financial transactions, maintaining accurate records, and providing support to the finance department.

Requirements

Responsibilities

Handle accounts payable and accounts receivable activities

Prepare financial reports and statements

Assist with budgeting and forecasting

Ensure compliance with financial regulations

Perform financial analysis and provide recommendations

Maintain accurate and up-to-date financial records

Collaborate with team members to improve financial processes

Qualifications

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

Minimum of 2 - 6 years experience in accounting or finance

Proficiency in accounting software and MS Office

Strong analytical and problem-solving skills

Excellent communication and interpersonal skills

Benefits

Private Health Insurance

Paid Time Off

Training & Development

Career Development

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