

The primary focus of Process Solutions Group is in providing finance and accounting related Business Process Outsourcing (BPO) services.

Originally founded as the BPO division of Andersen Worldwide in Hungary, we are now a fully independent service provider. Through our own offices and together with our partner network we deliver high-quality finance, accounting and payroll services for multinational companies in more than twenty European countries.

In order to support the fast-growing demand for high-quality accounting services in the region, our Group is seeking talented new professionals.

In order to support the fast-growing demand for their high quality accounting services in the region, the Group is seeking to recruit talented new professionals.

Our Czech office is looking for...

Accountant Assistant

to join our dynamic team in Prague.

Principal responsibilities:

- daily bookkeeping;
- participate to the month-end-close process;
- preparing reports and tax returns;
- ledger register.

Requirements:

- university degree in Accounting or Finance;
- fluency in English;
- sound PC skills including Microsoft Office;
- attention to accuracy and detail;
- 0-2 years accounting and/or auditing experience.

What we offer:

- competitive remuneration package;
- international projects;
- continuous training and personal development;
- career opportunities and high quality working environment.

If you are interested in this career opportunity, please send your English CV and cover letter with reference "Accountant Assistant – Czech Republic" to hr-cz@ps-bpo.com

For further information, please visit our website.

