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# Example of Senior Project Accountant Job Description

Our innovative and growing company is looking for a senior project accountant. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for senior project accountant

* Opportunities to expand the role are mainly in support of process improvement activities across all Salam contracts
* Support the month end close and monthly reporting process, including joint venture accounting
* Perform and review general ledger account reconciliations and trial balance reviews
* Prepare and distribute various accounting reports to operations including information surrounding major variances
* Support annual an interim financial statement audit requests, including project audit support and project SOX related compliance
* Support various project cost and rate analytics
* Assist with preparation of various project and management reporting packages
* Prepare and review Joint Venture and/or International project accounting entries, account reconciliations and financial statements
* Assist with ensuring general ledger activities have proper internal controls and procedures
* Utilize accounting systems to support variety of business / reporting needs

## Qualifications for senior project accountant

* Strong written and verbal communication skills to present to corporate executives
* Part qualified accountant is advantage – ( in the process of obtaining professional accountancy Qualification such as, CPA, CIMA, ACCA, ACA)
* Min 5 years of experience in complex accounting
* MS-Office, Oracle/iScala/SAP
* English language, others are advantage
* To be successful, the Investment Management Accountant should have an understanding of general accounting matters and GAAP