

What's the right path to accelerate your growth journey?

Be part of global business where you can develop and grow with the best team.

The better the question. The better the answer.
The better the world works.

EY
Building a better working world

Wanted: Accounting Assistant

Job purpose

As an Accounting Assistant at EY, you will support our clients in managing their obligations effectively and enhancing their financial performance. You will prepare financial statements, tax returns and management reports for domestic and foreign clients in diverse and specialized industries.

Interested?

Follow the link below:

<https://eygbl.refer->

[als.selectminds.com/student-opportunities/jobs/accounting-assistant-55591](https://eygbl.refer-als.selectminds.com/student-opportunities/jobs/accounting-assistant-55591)

Please note that only short-listed candidates will be contacted.

EY is an equal-opportunities employer. All applications are treated confidential.

Responsibilities:

- Input accounting entries
- Prepare tax returns, financial statements, management reports
- Prepare other statutory required reports
- Communicate with the tax and other government authorities
- Keep yourself updated with the changes in the accounting and tax legislation
- Work effectively as a team member, sharing responsibility, providing support, maintaining communication and updating senior team members on progress
- Build strong internal relationships within the team and across other teams

Requirements:

- University degree of Economics (Accounting/Finance degree would be an advantage)
- Strong written and verbal communication skills in both Bulgarian and English
- 1 year of relevant working experience would be an advantage
- Attention to details with a commitment to high quality and accuracy
- Very good computer skills (Word, Excel, Power Point)
- Strong analytical, teamwork and organizational skills and proven ability to multi-task
- Willingness to learn

Self-motivated, positive attitude

Experience with specialized accounting and payroll software systems will be considered as an advantage