

Accounting Specialist @ Solarus Tech

contact@effitalents.com

Phone :

Web :



Job Summary

Vacancy :

Deadline : Aug 29, 2025

Published : Jul 29, 2025

Employment Status : Full Time

Experience : 1 - 3 Years

Salary : €24k - €36k gross annual

Gender : Any

Career Level : Mid Level

Qualification :

Responsibilities:

- Updating our systems with daily transactions like a pro;
- Preparing **balance sheets** that keep us on our toes (in the best way!);
- Tracking and reconciling bank and **credit card statements**, nothing gets past you;
- Managing accounts receivable, you'll be the friendly face clients turn to (and follow up with when needed);
- **Processing invoices and handling communication with clients, suppliers, and partners like a true multitasker;**
- Supporting payroll, **keeping everyone paid** and happy;
- Providing admin support during budget preparation, your organizational skills will be put to good use;
- Assisting with quarterly and annual audits, you'll help ensure we're in tip-top shape for the big review.

Requirements:

- Experience working in and running a small business finance or accounting department (bonus points if you've already done this!);
- Experience in Finance Assistant, Bookkeeping, AP/AR Clerk, or similar role;
- Solid knowledge of **accounting and bookkeeping**, you know your stuff;
- Advanced **MS Excel skills**, you're a spreadsheet guru;
- Proficiency in **QuickBooks Online** (a must!);
- Experience with [Bill.com](#), Expensify, and ConnectWise are highly preferred;
- Excellent organizational and time-management skills, you can juggle tasks like a circus performer (without dropping the ball!);
- Attention to detail, numbers don't slip past you (ever!);
- **A BSc degree in Finance or Accounting** is a bonus, but experience is what truly matters.
- Advanced **English**, both written and spoken.

About the company:

Our client provides secure and scalable IT solutions, known for outstanding support and helping businesses optimize their technology operations.

Benefits:

- Flexible work environment (because we get that life happens);
- A fun, supportive team that values your input;
- A company that's committed to growth and opportunity, we want you to thrive; Benefits:
- Base salary between €24k - €36k gross/year according to experience;
- Meal allowance;
- Health Insurance.

Your recruiter:

Aline, Senior Talent Acquisition Specialist @ Effitalents.
Feel free to contact her for more information!

Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits
