

CRUST

BAKERY • BAR • BISTRO

ACCOUNTANT

Crust Foods Limited a subsidiary of the Corinthia Group, a new and exciting company in the catering business is seeking to recruit an accountant to be based at its Corporate Office in Floriana, with regular visits to the company's catering establishment in St Julian's.

Key Responsibilities:

- Handle all the company's accounting requirements
- Prepare the yearly budget and the monthly rolling forecasts
- Produce management accounts on a monthly and timely basis
- Prepares cash flow forecasts on a regular basis
- Handle day-to-day dealings with the company's bankers
- Acts as liaison officer with the company's auditors
- Handle all the receipts and payments
- Ensure the adherence to proper internal controls on cash takings, purchasing, and payroll
- Prepare VAT Returns
- Keep all the company's records and filing up-to-date and in good order

Key Requirements:

- Possess a positive and pleasant personality
- Be trustworthy and loyal
- Be in the process of obtaining the ACCA qualification or equivalent
- Have at least 2-years' experience in a similar role
- Be able to work without supervision
- Possess good communication skills, both in English and in Maltese
- Be conversant with accounting software and Microsoft Office
- Have strong organisational skills
- Have a high level of accuracy and an eye for detail

Corinthia Hotels

1, Europa Centre, Floriana FRN 1400 ~ Malta

Tel: +356 21 223399 | Fax: +356 21 239732 | Email: chl@corinthia.com | www.corinthia.com

COMPANY No. C26086 | VAT REG. No. MT 1573-1637