



# we're hiring

# #InternalAccountant



**RUSTLER Property Services Romania** is looking for an **Internal Accountant**, with knowledge of the theory and practice of general accounting operations and financial transactions accordingly with defined regulations required. You will manage a lot of responsibility, following main activities in order to protect and maintain the business continuity plan. Internal accountant duties also include ensuring accuracy and effectiveness in all of our internal processes. Success in Rustler Romania is outlined by consistency and integrity. Basically, every daily activity we perform, we perform it as a team.

### What does the role involve?

- Analyze and complete business operations, costs, revenues, financial commitments
- Review and reconcile balance sheet accounts to ensure integrity of accounting records
- Maintain primary accounting records for clients and stakeholders
- Performs banking operations
- Registering returns and payments accordingly to the bank statements
- Operating cash receipts and payments according to the cash register
- Financial reporting to management

### Requirements:

- Bachelor's Degree in Finance, Accounting and Economics, and relevant experience in Accounting/Financial Dep
- Proficient working with Microsoft Office suite
- Primary accounting knowledge
- Fluently speaking and writing English
- Good time management skills
- Effective analytical and strong perseverance skills
- Confident communication skills
- Ability to respect deadlines in a dynamic environment

### Employment Type

- Full-time

For more information please send your CV at [hr\\_ro@rustler.eu](mailto:hr_ro@rustler.eu) and we will contact you to discuss the role in more detail.