

## Assistant Accountant

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Company: Nestlé Foods

Location: Kampala

Category: business-and-financial-operations

**Position Summary** We are currently looking for an assistant accountant to join our regional Finance Team. The Assistant Accountant fulfills a key role within the region, providing support to the Finance Manager and Operations Support (Manager Procurement). Required supervision will come from the Manager Procurement. The Accounting Associate may be asked to coordinate/supervise the work of other associates in training within department or for special projects. This position is required to ensure ongoing compliance to Nestlé Accounting Standards. The Assistant Accountant position performs key transaction activities within financial processes including accounts payable, accounts receivable, and general accounting to ensure transactions are processed with integrity, accuracy, and efficiency. Responsible for preparing accounting reports within required timeframes and quality units. Makes recommendations to manager for enhancements and process performance improvements. You will be responsible for transactional elements of fixed asset accounting for all Nestle divisions. You may need to resolve issues and/or recommend solutions as and when these arise, and act as an interface to the rest of the business and to our outsourced part of fixed asset control. At Nestlé, we believe in the power of food to enhance quality of life for everyone. Guided by this purpose, we constantly aim to push the boundaries of what's possible with food, beverages, and nutritional health solutions. Our people make this possible. They are behind the strength of our brands, the quality of our products and the future of our business. Their ideas and efforts push our boundaries, drive innovation and help us to continually improve, deliver and succeed. You also become part of a Nestlé culture that is rooted in respect, empowered to experiment and to learn from failure. If you have a

passion for people, a desire to problem-solve, and eagerness to pursue continuous improvement opportunities, We look forward to exploring career possibilities with you!

**Main Responsibilities**

- Assist with monthly and year-end closing processes including but not limited to reconciliations, accruals and reports/schedules.
- Assist with corrective actions, quality assurance, compliance and documentation for internal processes as needed.
- Provide support to other Operations functions as needed including P-Card purchase.
- Initiates corrective actions or observations for quality or vendor issues.
- Trains other employees as instructed and/or required for any of the functions listed above. Must be able to demonstrate how to perform the job themselves while training.
- Maintains functional knowledge of SAP required to complete job responsibilities within the department and Microsoft Dynamics GP. Update SOP's, Forms, Training Records to Date, Train New Associates, Functions Delegated by Managers as required.
- Provide quarterly forecasts for capital spend, depreciation and Profit/Loss on disposals for current year.
- Provide accounting adjustments for capital payments on account.
- Calculating capitalized cost of borrowing costs for capital spend.
- Prepare supporting schedules for preparation of statutory accounts. This also includes further schedules re tax.
- To Advise on major items of foreign currency requirements within the spend forecast.
- Petty Cash Reconciliation.
- Financial / GL summary reporting & Aging Reconciliation.
- Customer Inquiry Support & Intercompany billing.
- Cash application coordination & Manual invoicing.

**Skills and Experience:**

- Minimum diploma or university degree with major or minor in Accounting, Economics, Finance, Mathematics or Business Administration.
- Minimum of 2 years experience in Accounting/Finance and proven extensive exposure to areas of responsibility above.
- Above average decision-making, communication & interpersonal skills.
- Ability to handle multiple situations & tasks simultaneously.
- Demonstrate flexibility to cover early morning, after hour shifts and to allow for PTO coverage.
- Proven experience in accounting and bookkeeping or related roles.
- Proficiency in using accounting software and tools.
- Detail oriented with excellent analytical and problem-solving skills.
- Effective communication skills both oral and written.
- Team player and ability to work independently.
- High level of integrity and commitment to maintain confidentiality.
- Familiarity with basic accounting principles.
- Knowledgeable in accounting system (Quickbooks or equivalent).
- Strong organizational and analytical skills.

**Why Nestlé?** Nestlé has a business casual environment and focuses on teamwork, associate development, training, and continuous improvement. We value each other's differences while recognizing individual strength. Nestlé never forget that you make

us who we are; we work hard to make sure a career with Nestlé is as satisfying and successful as it can be. We offer competitive wages, excellent affordable insurance benefits (including health, dental, vision and life), 401K plan, paid vacation and holidays. Nestlé is an equal opportunity employer. We evaluate qualified applicants without regard to race, color, religion, gender, national origin, disability, veteran status, and other protected characteristics. If you would like to be considered for this elite organization, please submit your recent Resume/CV and Cover letter immediately.

Nestlé Benefits • Graduate remuneration and compensation with benefits. • Comprehensive total rewards benefits package including Health and Dental benefits that start on day one of employment. • Company matched pension plan, 401k and Tax-advantage Accounts. • Three weeks of Vacation and six personal days (Personal Paid Holidays). • Flexible and hybrid work arrangements. • Excellent training and development programs as well as opportunities to grow within the company. • Access to Educational Assistance & Tuition Reimbursement. • Bonus eligibility, Vision Care Options & Health Savings Account (HSA). • Free Nestle brands and \$100 monthly credit. • Up to 50% off – Nestle products, Coffee Machine, Capsules and accessories. • Wellbeing benefits including vaccinations and health insurance discounts • Additional discounts on a variety of products and services offered by our preferred vendors and partnerships. • Extensive Health Support and Medical Plan Options. • Family Benefits including Parental Support Policy and Maternity & Paternity Leave. • Life Insurance & Occupational Accident Insurance. • Short and Long Term Disability Care.

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