



MANAGEMENT ACCOUNTANT (job code: 221112)

3 year contract in Papua New Guinea

This is an exciting opportunity for a Management Accountant to join our expanding company, Global Technologies, in Papua New Guinea (PNG). This three-year contract is the ideal opportunity to make your mark in a rapidly developing country.

The contract is based in Port Moresby, and comes with an attractive salary that includes accommodation.

Roles and responsibilities

Reporting to the General Manager, the role of the Management Accountant is to perform efficient and accurate accounting and administration functions.

You need excellent communication skills, and the ability to work under pressure and meet strict deadlines. We need someone who works well in a team and who's not afraid of a good challenge. It's up to you to make your mark. **Office Manager experience will be favourably considered.** Responsibilities include:

- Verify financial transactions comply with financial policies and procedures
- Supervise and delegate work to staff accountants to accomplish accounting objectives
- Verify calculations and input codes in to the Account System in an accurate manner.
- Review billing data from timesheet or sales slips and purchase orders to ensure amounts and account numbers are accurate
- Prepare paperwork for payment to overseas suppliers and organise Telegraphic Transfers
- Resolve discrepancies and implement internal control
- Assist in audit
- Work in conjunction with all departments to formulate strategy
- Ensure compliance with all statutes, policies and procedures related to the day-to-day activities
- Maintain a filing system and ensure confidentiality and security of all files
- Perform other related duties as and when required.

TECHNOLOGIES

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Education, License, Certification and Formal Training

- Certified Practicing Accountant (CPA) qualification **ESSENTIAL**
- Proficient in MYOB
- Excellent human relations and communication skills are essential.
- Knowledge of computer is essential.
- Previous experience preferably in a service/professional office environment.

More about Global

Global Technologies is a PNG-owned company with offices in Port Moresby and Lae. We are one of PNG's leading IT providers with sister company Global Internet. Global is currently experiencing expansion, giving you this amazing opportunity to become a valued member of the senior management team.

To learn more about Papua New Guinea, applicants should conduct their own research. We recommend [Smart Traveller \(Australia\)](#), [Trip Advisor](#) and [PNG Tourism](#).

TO APPLY:

Applicants must:

- complete the [online questionnaire](#)
- email a current resume to jobs@global.com.pg including a cover letter.

Applicants can direct questions to jobs@global.com.pg