



POSITION: 5 Paid Interns - Accountants

TERM: 1 – 6 months internship (with the possibility to get a permanent contract)

LOCATION: Company Head Office

REPORTING TO: Senior Accountants

THE ORGANIZATION

JALI PARTNERS is professional accounting firm headquartered in Kigali, Rwanda offering services related to accounting, tax advisory, business planning, loan facilitation and training to different kind of companies and organizations. Our clientele consists of various industries such as wholesalers, transport, project funded project, hospitality, manufacturers, energy, education and ICT.

Our mission is to strengthen our clients' finance departments by providing high quality, innovative and accountable services.

JALI PARTNERS is regulated by Rwanda Revenue Authority (RRA) as a tax advisory firm and has a subsidiary audit firm called AWO PARTNERS that is regulated by the Institute of Certified Public Accountants of Rwanda (ICPAR)

THE OPPORTUNITY & RESPONSIBILITIES

JALI PARTNERS is looking for a well-educated and preferably and experienced intern accountant who will be assisting and learning from the senior accountants and together manage the client's accounting and tax life and intervene in audit and financial compilation. core responsibilities will be as follows:

- Prepare accurate daily, weekly, monthly quarterly and yearly clients financial statements;
- Prepare and/or review clients statutory filings to RRA, RSSB, and RDB;
- Participation in clients' yearly financial audit and audit reports;
- Yearly clients' financial compilations;
- Audit planning and participation in execution;
- Clients tax advisory on potential tax risk and possible tax advantages;
- Clients accounting and fiscal problems solving;
- Prepare contracts and proposals;
- Advise the team on the patenting improvement internal or clients' accounting procedures;
- Any other task assigned by the supervisors.

CANDIDATE QUALIFICATIONS

Minimum mandatory qualifications include:

- A Bachelor's Degree in accounting or finance or finished all studies waiting for graduation;
- Qualified or pursuing CPA, ACCA or other IFAC accredited accounting courses from intermediate level;

- English fluency required plus Kinyarwanda;
- Experience in Microsoft Word and Excel;
- Ability to meet deadlines and work independently with the highest personal integrity, minimum supervision and critical thinking skills;

Non-mandatory assets/qualifications

- 1+ year of work experience in accounting, finance or relevant field;
- Experience in Xero, QuickBooks online or other cloud-based accounting software;
- Knowledge in RRA e-tax system;
- Hands-on experience in audit report preparation in MS Excel, Word, Draftworx or a special financial reporting software;
- Previous Experience in accounting firms is a valuable asset but not mandatory;

HOW TO APPLY

To apply, please send an email to info@jalipartners.com with:

- CV
- Cover letter

Applications deadline is 31/07/2022 (or before if the position is filled)

Telephone: +250783146975
Email: info@jalipartners.com
Website: www.jalipartners.com

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