



...Farmtrack Consulting Ltd

...in support of sustainable agri-production and international market sustenance

Sunny Godowns, Njiru, Kasarani-Mwiki Road off Kangundo road

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VACANCY ANNOUNCEMENT-FARMTRACK CONSULTING LTD

Farmtrack Consulting Ltd is an SME founded in 2012 initially to provide consultancy services to the agricultural sector and with time has expanded the scope to commercialization of pest control products including but not limited to pheromones and biopesticides for management of key agricultural pests in Kenya and across Africa.

We are looking for an individual to fill the following vacant position:

Job Title: Accountant (1post)

Terms of engagement: 1year contract (Renewable)

Ref: FTC/AC/1/2021

Key Responsibilities:

1. Preparation of financial statements
2. Preparation of customer invoices and reconciliation
3. Ensure timely payment of suppliers and reconciliation of the same
4. Filing statutory payments i.e., VAT, PAYE, NHIF, NSSF etc.
5. Maintain reconciled accounts at any given point including reconciliation of bank and petty cash accounts
6. Keep relevant documents and invoices systematically to fully support the accounts
7. Perform monthly bank reconciliation and review cash flow of the company
8. Maintaining proper books of accounts

Requirements:

1. Bachelor's degree in Accounting /Finance or related field
2. At least CPA II
3. Excellent computer literacy skills in Microsoft office
4. Demonstrated knowledge of accounting software e.g., sage, QuickBooks etc.
5. At least 2years experience in similar role
6. Good communication skills
7. Ability to take instructions
8. Records management and analytical skills
9. Ability to get well with diverse workforce

To Apply: Please send your resume to hr@farmtrack.co.ke/accounts@farmtrack.co.ke On or before 18th Nov 2021

Only shortlisted candidates will be contacted