

Accounting & Payroll Specialist – Skopje, North Macedonia

Our North Macedonia office is growing, and we are looking for a dynamic, career-oriented individual to join our team for the position of **Accounting & Payroll Specialist**.

Job description:

- Process monthly payroll & payments and preparation of compulsory reports for authorities
- Process accounting entries
- Preparation of data for company's management (reporting, recapitulations etc.)
- Prepare specific reports at regular intervals according to client requests
- Representing the client before relevant institutions
- Perform advisory services to client for labor and payroll issues
- Monitoring the changes in legislative concerning the payroll

Requirements:

- Bachelor's degree or relevant accounting/HR qualification
- At least 2 years of experience in a related field
- Previous experience in HELIX and/or other payroll SW will be considered an advantage
- Fluency in English
- Experience in international or multinational companies is considered an advantage
- Strong communication, analytical, and organizational skills
- Proficient in Microsoft 365 applications (Word, Excel, Outlook, etc.)

WHY EUROFAST:

- Working in a positive environment with people from different backgrounds and nationalities
- Mobility & Secondment opportunities within our 22 offices in South East Europe, the Middle East and the Baltics
- Work from Home 1 day per week
- Increasing number of annual leave days based on experience at the company
- Potential development & growth through seminars, workshops and events

If you are interested in the above position, please send your CVs, to hr@eurofast.eu with the subject line: "**Accounting & Payroll Specialist - Skopje**".