

Job Description – Senior Accountant

About SFM:

SFM Corporate Services, established in 2006, is a globally recognized provider of premium business solutions. With strategically located offices in Switzerland, Seychelles, Hong Kong, and the UAE, we offer a comprehensive suite of services across 45+ international jurisdictions, including company formation, administration, accounting, auditing, and more. We prioritize expertise, efficiency, and compliance, supporting corporate managers, investors, and entrepreneurs worldwide. Our innovative digital solutions, such as SFM My Company, enhance client interactions, providing a seamless experience.

About The Job :

We are seeking a highly skilled and experienced Senior Accountant to manage financial and accounting operations for our clients in France and the UAE. The ideal candidate will have a strong background in preparing annual accounts, managing tax declarations, and overseeing monthly and quarterly accounting activities. This role requires fluency in both French and English and a deep understanding of the accounting practices and tax regulations in both France and the UAE.

Key Responsibilities:

1. Preparation of Annual Accounts (France):
 - Manage the preparation of annual accounts for companies based in France.
 - Handle tax declarations, including VAT (TVA) and corporate income tax (impôt sur les sociétés).
 - Ensure timely submission of financial statements and compliance with French accounting standards.
2. Income Tax Assistance:
 - Support the preparation of individual income tax returns.
 - Manage rental income and handle LMNP/LMP (location meublée non professionnelle et professionnelle) property-related accounting.
 - Provide guidance on tax optimization strategies.
3. VAT and Corporate Tax Declarations (UAE):
 - Oversee VAT registration and tax declarations for UAE-based companies.
 - Manage corporate tax submissions in accordance with UAE tax regulations.
 - Ensure compliance with local tax laws and timely submission of all required documents.
4. Monthly and Quarterly Accounting Management:
 - Manage the monthly and quarterly accounting for a portfolio of clients.
 - Collaborate with Emirati auditors and French accountants to analyze financial statements and ensure accuracy.
 - Prepare and present financial reports to clients, highlighting key insights and recommendations.
5. Internal Administrative and Accounting Management:
 - Supervise internal administrative and accounting tasks, including client billing, payment follow-ups, and project profitability analysis.

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- Monitor cash flow, manage accounts payable and receivable, and ensure accurate record-keeping.
- Implement and maintain accounting systems and processes to enhance efficiency.

Qualifications:

- Bachelor's degree in Accounting, Finance, or a related field.
- Professional certification (e.g., CPA, ACCA) is a plus.
- Minimum of 5 years of experience in accounting, with a focus on French and UAE tax regulations.
- Fluency in French and English (written and spoken).
- Strong knowledge of French GAAP and UAE tax laws.
- Proficiency in accounting software and MS Office applications.
- Excellent analytical, organizational, and communication skills.
- Ability to work independently and as part of a multicultural team.

Send you resume to celinedebray@sfm.com