

Junior Accountant – SAWA Experts Tax Consultancy

An auditing, accounting and consultancy firm in Lebanon and the UAE.

Location: Daher El Ein

Major: degree in Business Administration, Accounting and Auditing, or any related field

Experience: 0 – 2 years of experience

Major Responsibilities:

- Assist in recording day-to-day financial transactions
- Support in preparing reports, financial statements, and documentation
- Help with account reconciliations and data entry
- Maintain organized financial records and files
- Assist with tax and audit preparation tasks
- Follow internal accounting policies and procedures

Additional Requirements:

- Basic knowledge of accounting principles and Microsoft Excel
- Strong attention to detail and willingness to learn

How to Apply:

Kindly send your CV or contact the Career Services Center, E-mail: career.services@balamand.edu.lb,
Ext. 7801, 7802