

Accounting Intern (Tamale)

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Company: FORMICA Agency

Location: Tamale

Category: office-and-administrative-support

Overview

We are searching for a motivated and results-oriented intern to join the dynamic accounting team of our client. In this role, you will gain exposure to a broad range of accounting functions, from processing everyday transactions to assisting with month-end and year-end closing procedures. You'll have the opportunity to learn from experienced accounting professionals and contribute to the company's financial success by ensuring the accuracy and efficiency of our financial records.

Responsibilities

Assist with processing accounts payable and receivable transactions.

Learn and apply accounting principles to data entry and record-keeping.

Reconcile bank statements and ensure the accuracy of financial records.

Prepare reports and presentations to support the accounting team.

Assist with month-end and year-end closing procedures (as appropriate).

Learn about tax implications of financial transactions (may involve basic research).

Other duties as assigned by the team.

What You'll Bring

Recent graduate or currently enrolled in an accredited accounting program

(undergraduate or graduate).

Strong analytical and problem-solving skills.

Excellent attention to detail and accuracy.

Proficiency in Microsoft Office Suite (Word, Excel).

Ability to work independently and as part of a team.

Strong communication and interpersonal skills.

You Will Impress Us If You Have

Experience with accounting software (QuickBooks, etc.) (a plus).

A basic understanding of accounting principles (debit/credit, general ledger, etc.) (a plus).

Strong time management and organizational skills.

A desire to learn and grow within the accounting field.

Additional Information

This internship is a **three-month** program with the possibility of full-time employment.

This role is on-site!

Salary Range

GH¢1,000.00 - GH¢1,800.00

About Formica

We provide marketing, advertising, and talent solutions tailored specifically for startups. From strategy to execution, we provide the right blend of technology, people, strategy, and performance to help startups and SMEs in Africa build the future.

is a year-round initiative connecting talented and highly motivated students and recent graduates with real-world work experiences at innovative companies like yours. We act as a bridge, fostering win-win partnerships that empower interns to build valuable skills while contributing meaningfully to top companies.

Equal Employment Statement

is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. We do not discriminate based on race, color, religion, sex, national origin, age, disability, or any other status protected by law.

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