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| **Job Title : Trainee Accountant** – **TAc 09.13** |
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| **Company Profile**  |
| Uni Systems S.A. is the largest Greek Information Services company, which engineers software products and undertakes large-scale complex technology projects, providing end-to-end professional services for Banking & Finance, Telecommunications and Government business sectors. Uni Systems is considered among the top 5 ICT solutions providers in the region of South-Eastern Europe having established subsidiaries in Belgium, Romania, Bulgaria and Cyprus. Due to our current expansion course, we are seeking for our offices in Athens an: **Trainee Accountant-Internship for 6 Months**  |
| **Position Requirements**  |
| The ideal candidate will be part of our accounting department and he/she will be involved in : * Providing daily support in all accounting procedures ( maintain accounting records, filing etc)
* Classifying, examining and analyzing accounting records
* Ensure accurate and appropriate recording and analysis of revenues and expenses
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| **Candidate Profile**  |
| * Undergraduate T.E.I student, faculty of Accounting or Finance
* Excellent knowledge of MS Office, particularly Excel
* Good knowledge of English language (verbal & written)
* Previous working experience in accounting ,will be a plus
* Willingness to continue to further knowledge and skills
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| **Company offers:** A dynamic and fast paced work environment, ideally for young graduates who are willing to enhance their knowledge and start their career in a company which provides continues training and mentoring.  |
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| **Contact Details**  |
| Students who meet the above requirements may forward their CV quoting the reference code **TAc 09.13** at: |
| **careers@unisystems.gr** |
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