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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 |
| **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**](mailto:careers@unisystems.gr) |
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