

Become a **CHANGEMAKER**

MAS Legato is the Shared Services arm of MAS Holdings, focused on offering Finance, Procurement and HR services across the organization. The time and operational efficiencies created through a shared services platform makes MAS Legato a critical component of MAS, as a future-ready organization.

Join MAS Legato - Malabe as an, **Associate - BPO Operations**

Key Responsibilities -

AP, AR Bank Rec, and Payroll processing(AU entities)

- Reconcile business bank accounts.
- Enter and process daily payment receipts.
- Manage the client mailbox.
- Processing fortnightly payroll.
- Processing Accounts Payable and Accounts receivable.
- Handling compliance requirements (PAYG/STP lodgements & Super).
- Computation of other tax liabilities such as GST and Payroll Tax.
- Preparation of Business Activity Statements (BAS) and Instalment Activity Statements (IAS).
- Producing financial reports and performing account data analysis.
- Supporting new client onboardings and trainings.

Qualification & Skills -

- Degree in Finance or Financial Accounting.
- Possesses a Professional Qualification in CIMA, ACCA or ICASL.
- 1 - 3 years of relevant experience in Australian Accounting.
- Hands on experience in XERO, MYOB and other related software.
- Excellent command of English and ability to work under minimum supervision.
- Ability to work in Australian time zone.

Click below to find out more details about the job role and apply.

Apply now!

Apply within 7 calendar days of this advert being published.

We are an equal opportunity employer and welcome all qualified candidates to join our team of MAS professionals.

