

JUNAIDY SHOAIB ASAD CHARTERED ACCOUNTANTS

ACCOUNTING MANAGER **(RETAIL OPERATIONS)**

Job Title: Accounting Manager (Retail Operations)

Firm and Location: Client site, in-office as required

Role summary

We are seeking an experienced Accounting Manager to oversee a comprehensive accountancy services engagement for our client, which operates a chain of retail stores and marts. In this leadership role, you will be responsible for ensuring the delivery of high-quality financial reporting while directly overseeing the work of accounting supervisors and junior staff accountants. You will serve as a key liaison between our firm and the client's management to ensure resources are best utilized and potential risks are minimized.

Key responsibilities

- **Portfolio Management:** Oversee the accounting and financial operations for a portfolio of up to 5 retail shop locations in a single month.
- **Team Leadership:** Supervise, guide, and review the work of accounting supervisors and junior staff members deployed across medium and large store locations.
- **Transaction & Revenue Oversight:** Ensure the accurate recording of day-to-day transactions, with a specific focus on revenue and receipts integrated from POS systems and other localized sales recording systems.

- **Expense & Reconciliation Review:** Supervise the accurate recording of administrative expenses and review annual bank reconciliation statements prepared by your team.
- **Financial Reporting:** Manage the preparation and finalization of financial statements for individual store locations.
- **Client Collaboration:** Work closely with the client's management team, stationed at the Company's offices on an as-and-when-required basis, to ensure workable and timely access to required information.
- **Risk & Resource Management:** Foster a collaborative culture that integrates our engagement team with the client's operations, acting seamlessly as an extension of their management to optimize resources and manage risks.

Qualifications & Requirements

- **Experience:** Proven experience in managing accounting teams and overseeing multiple client engagements or retail locations simultaneously.
- **Tax:** Proven track record of managing sales tax and withholding issues in the retail industry
- **Technical Skills:** Strong understanding of retail accounting workflows, including POS system integrations and non-integrated sales recording systems.
- **Communication:** Excellent communication and relationship-building skills to effectively liaise with client management and ensure a true and fair representation of financial facts.
- **Professional Standards:** Ability to ensure that the scope of work is executed efficiently and within the agreed-upon limitations of liability.

Compensation and benefits

Salary: Competitive.

Work mode: Client site, Karachi, with office visits as required.

Development: Leadership opportunity with exposure to complex retail operations and client management.

How to apply



Apply directly on our careers page: <https://junaidyshoaibasad.com/careers/>. Submit your CV and a brief cover note stating your relevant experience and earliest available start date.