

Job Title: Finance Associate

Location: Peshawar

Job Type: Full-time

About DYNIMAX Intermedia Ltd:

DYNIMAX Intermedia is a premier multimedia and IT company based in Peshawar and London, known for its innovative approach and commitment to quality in video production, animation, and digital marketing.

Job Overview:

We are seeking a Finance Associate to support our finance department with daily accounting tasks and financial management processes. The ideal candidate will have a basic understanding of accounting and finance principles and be able to contribute to accurate financial record-keeping.

Key Responsibilities:

- Assist in preparing financial statements and reports.
- Maintain financial records, including invoices, receipts, and payments.
- Support in preparing budgets and financial forecasts.
- Reconcile financial discrepancies and ensure accuracy in financial data.
- Assist with audits and tax filings as needed.

Qualifications:

- Bachelor's degree in finance, accounting, or related field.
- Minimum 1 year of experience in a finance or accounting role.
- Basic knowledge of financial principles and accounting software.
- Strong analytical and problem-solving skills.
- Proficiency in Microsoft Excel and other relevant software.

Why Work at DYNIMAX?

- Competitive salary packages.
- Opportunities for growth and advancement.
- Dynamic and creative work environment.
- Chance to collaborate with international clients.
- Pension.

How to Apply:

Send your resume and cover letter to hr@dynamax.com with the position title in the subject line.

Shortlisting and interviews will be conducted on a revolving basis. CVs will be kept in a databank for future opportunities.