

Are you captivated by new IT technology and digital transformation trends?

LuxTrust is looking for new talents who wish to feel engaged and to actively contribute to our growing company! We are a Trust Services Provider based in Luxembourg, and actively expanding our business internationally through several commercial and business initiatives. The company provides state-of-the-art on on-boarding, digital identities, strong authentication and security services, and qualified electronic signatures, all bundled into integrated digital documents & identity management solutions.

We are now recruiting:

## 1 Junior Accountant (m/f)

### Essential Activities:

Prepare and review expenses, invoices, and other accounting documents

- Support to establish, maintain, and coordinate the implementation of accounting and accounting control procedures
- Contribute to management of billing invoices procedures and accounting policies
- Prepare accounting reports for internal as well external use
- Monitor and review accounting and related system reports for accuracy and completeness.
- Monitor and review accounting system in the purpose of centralization, automation and securitization
- Support preparation of VAT returns statements
- Assist in various project
- Resolve accounting discrepancies
- Assist the monitoring and control of stocks
- Be a key player within the accounting team
- Other duties as assigned

### Specific Profile:

- Bac+3 or equivalent experience
- Accounting knowledge of the complete accounting cycle, closing of year-end, external auditors files, tax files, etc. Knowledge of IFRS is an asset
- Good analytical skills, rigorous and methodic
- Autonomous and well organized with ability to meet tight deadlines
- Good team player and positive attitude in a challenging environment
- Strong communication and writing skills
- Good knowledge of Excel and Powerpoint
- Foster team work and collaboration
- Problem solving oriented
- Ability to synthesize
- Fluency in French and English, both oral and written; knowledge of German and Luxemburgish is an asset

More than a growing company, you join a real international project with entrepreneurial spirit and a long term vision. Development opportunities are present and require special commitment and motivation to make an impact on the quality of our services to international customers. You integrate into an enthusiastic and multicultural team in a friendly and professional environment. **Permanent** contract based in Capellen – Luxembourg. In addition to a competitive salary, in accordance with your education and experience, we offer other benefits including an employee benefit plan.

Interested candidates are invited to send their application along with a CV by e-mail to:

**jobs@luxtrust.lu**

<https://www.luxtrust.lu/>