



Position Title: Staff Accountant

About Us:

TechnipFMC is a global leader in subsea, onshore/offshore, and surface projects. The organization's proprietary technologies, production systems, integrated expertise, and comprehensive solutions are transforming clients' project economics. To learn more about how the company is enhancing the performance of the world's energy industry, go to www.TechnipFMC.com.

Description:

This role is responsible for completing and administering accounting tasks for TechnipFMC. This role will ensure all financial transactions are conducted accurately and on time.

Responsibilities:

- Prepare and book monthly journal entries for TechnipFMC.
- Prepare local compliance requirements including VAT, WHT and Payroll etc. for schedules.
- Prepare monthly reconciliations and month end activities.
- Reviews monthly local payroll.
- Coordinates accounting deadlines.
- Prepare petty cash monthly statements and cash flow reports.
- Prepare weekly check register.
- Code AP invoices.
- Consolidate original invoices for audit purposes.
- Assist with enforcing internal controls.
- Audit support as required for both internal and external auditors.
- Assist with external and internal reporting as needed.
- Complies data, initiates, and processes financial reports.

Requirements:

- Bachelor's Degree in Accounting or Finance
- Accounting certification is a plus
- One to three years' experience in accounting, auditing, budgeting, or closely related financial activity
- Proficient experience in SAP or similar ERP
- Excellent knowledge of Microsoft Office Excel
- Excellent verbal and written communication skills
- Ability to work with limited supervision

Instructions to Apply:
Send resume and cover letter to
TechnipFMCGuyana@technipfmc.com
with subject line: Staff Accountant - First
and Last Names.