



Airports Terminal Operations Ltd (ATOL) has vacancy for the position of Trainee Accounts Officer.

Airport Terminal Operations Limited (ATOL) is a private Mauritian company created in year 2008. Its shareholders are the State of Mauritius via Airports of Mauritius Co. Ltd (90%) and Groupe Aéroports de Paris with a 10% stake. The Company owns the Passenger Terminal and Landside at Sir Seewoosagur Ramgoolam International Airport (SSRIA) and is responsible for its operations and maintenance. For the last six years, Sir Seewoosagur Ramgoolam International Airport has been awarded four times “Best Airport in Africa” by Airports Council International (ACI) and Skytrax.

Situated at SSR International Airport, Plaine Magnien, Mauritius.

Duties of Trainee Accounts Officer.

- To process invoices in accordance with standard procedures, checking for completeness and accuracy of information.
- To input the invoices in accounting software Sage Pastel.
- To send invoices, follow up customer sales reports and audited statements.
- To follow up contracts with commercial dept.
- To locate and extract information from files and records as requested.
- To perform reconciliation of revenues.
- To prepare monthly schedules and dashboard.
- To perform any other cognate duties as may be assigned.

Qualifications required:

BSc (hons) Accounting and Finance or ACCA Level 2; equivalent acceptable qualification shall be considered; work experience/internships will be an advantage but not mandatory.

Duration: 1 Year

Experience: Not Applicable

Remuneration: Negotiable

Working Days/ Time: Day Duty

Send your CV/ Motivation Letter on: (recruitment@atol.aero)

Closing date: 09 June 2023

Learn more on their company: (<https://mauritius-airport.atol.aero>)