



Finance Assistant (beginner level)

Vita Media Group in Skopje is looking for a **Finance Assistant**

Vita Media Group is a frontrunner in the world of iGaming, lead generation and affiliate marketing. With a dedicated data-driven approach, we ensure that our users always find exactly what they are looking for. We operate in the iGaming and financial services verticals, where our vast experience enables us to recognize customer needs and provide optimal solutions and appropriate action.

Role:

- Handling sales invoices on our external partners;
- Match them against BI reports, backends, etc.
- Handle bank receipts from the partners;
- Follow up on partners for missing payments;
- Working closely with the local Sales and BI teams and reporting to the CFO in Denmark.

Our requirements:

- Knowledge of accounting and bookkeeping procedures;
- MS Excel skills (creating spreadsheets and using financial functions) ;
- Organizational and time-management skills;
- Attention to detail, with an ability to spot numerical errors;
- BSc degree in Finance, Accounting or Economics;
- English proficiency is a must as most of our communication is in English;
- Ability to work in all Google Suite products (Sheets, Docs, Slides).

Good to have :

- Experience as a Finance Assistant, Finance Officer or similar role;
- Experience in the iGaming industry.

What we offer:

- The chance to work in one of the fastest-growing industries;
- Free coffee and drinks in the office;
- Various events, team buildings, and business conferences;
- Proactive and helpful colleagues;
- Private health insurance;
- Provided lunch meal daily packages at the office;
- Offices located in Park Residence and an easily accessible location with free parking space.

You can find more about us here: www.vitamediagroup.com

Contact us: contact_mk@vitamediagroup.com