Business Unit	MTIT
Job Title	**Senior Accountant**
Global Function	Finance
Reporting To	Mea Finance Manager
Location	Mea Turkey

Job Purpose

Responsible for supporting the Senior Accountant in the timely and accurate execution of accounting, financial reporting and statutory compliance activities. Independently manages assigned accounting processes and contributes to month-end close, audit and tax reporting in accordance with Castles Group policies and Turkish GAAP.

Main Objectives & Activities

- Prepare monthly accounting entries and support timely month-end close in accordance with Castles Group policies and Turkish GAAP.
- Prepare monthly balance sheet reconciliations and investigate reconciling items.
- Prepare management profit and loss reports and assist with variance analysis.
- Maintain the fixed asset register and prepare depreciation calculations.
- Prepare and monitor accounts payable, employee expenses and accounts receivable transactions.
- Perform intercompany reconciliations and support intercompany recharge processes.
- Assist in preparing product gross margin calculations and analyse significant variances.
- Support cash management activities and prepare banking transactions.
- Prepare VAT returns and support Corporate Tax compliance by providing schedules and working papers.
- Assist with the preparation of Statutory Accounts.
- Prepare audit schedules and liaise with external auditors during the annual audit process.
- Respond to Corporate and Business Unit requests relating to accounting information.
- Support monthly management reporting and other financial analysis required by management.
- Ensure compliance with company accounting policies and internal controls.
- Identify opportunities for process improvements and support finance system enhancements.
- Prepare ad hoc financial reports as required.
- Perform other ad hoc duties as assigned.

Required Knowledge & Experience

- Bachelor’s degree in ccounting, Finance or related discipline.
- Minimum 4–6 years of accounting experience.
- Experience within multinational companies is preferred.
- Good knowledge of Turkish GAAP.
- IFRS knowledge is an advantage.
- Strong month-end closing and financial reporting experience.
- Good understanding of VAT and Corporate Tax processes.
- Advanced Excel skills (Pivot Tables, VLOOKUP/XLOOKUP).
- ERP experience (Oracle experience is an advantage).

- Fluent English (written and spoken).
- Strong analytical and problem-solving skills.
- High attention to detail.
- Ability to prioritise workload and meet deadlines.
- Strong communication and interpersonal skills.
- Ability to work independently and as part of a team.

Internal & External Contacts

- Senior Accountant
- Finance Team
- Supply Chain
- Operations
- Human Resources
- External Auditors
- Tax Advisors
- Banks