

General Accountant – Saudi Arabia



admin@fwo.sa

Phone :

Web :

Job Summary

Vacancy :

Deadline : Jan 02, 2026

Published : Dec 02, 2025

Employment Status : Full Time

Experience : Any

Salary :

Gender : Any

Career Level : Any

Qualification :

Job Description

FWO (Facilities Management & Manpower Operations) is looking for a General Accountant to manage payroll, financial reporting, invoicing, budgeting, and overall accounting operations. The ideal candidate will have strong analytical skills, ERP knowledge, and experience in a service or manpower-based company. **Key Responsibilities**

- Process payroll for staff & manpower teams
- Manage general ledger, AP/AR & bank reconciliations
- Complete Knowledge of VAT
- Prepare monthly financial statements (P&L, Balance Sheet, Cash Flow)
- Handle invoicing for manpower & FM projects
- Support budgeting, forecasting & variance analysis
- Provide profitability and cost analysis reports
- Assist audits, ensure compliance & maintain financial records

Qualifications

- Bachelor's in Accounting/Finance (certifications preferred)
- 3–5 years of experience in accounting (services/manpower industry preferred)
- Strong ERP & advanced Excel skills
- Knowledge of payroll regulations & GAAP/IFRS
- Attention to detail, analytical mindset, and good communication
- English mandatory; basic Arabic preferred

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Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits
