

## JOB DESCRIPTION

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Job Title: Accountant

Reports To: Finance Supervisor/Group Finance Director

Location: Beau Plan Business Park

Start Date: Immediate

Contract Type: Permanent

### Time + Tide | Who We Are

We are guides and guardians of some of the most remote places on Earth, with a family of luxury properties in Zambia and Madagascar. Across land and sea, we have a legacy in responsible tourism and offer modern-day explorers the luxury of space and the chance to feel fully alive. Our team take extraordinary care in sharing our deep appreciation for the land, wildlife and culture.

### Accountant | About the Role

We are looking for a dynamic and detail-oriented Accountant to join our team in Mauritius. The selected candidate will be responsible for managing financial records of two companies within the group, ensuring compliance with local regulations and will support the overall financial operations of Time and Tide Group.

### Key Responsibilities and Duties

1. Update cashbook on daily basis and maintain accurate accounting records and general ledger.
2. Perform bank reconciliations.
3. Prepare monthly reconciliations and supporting schedules for management accounts.
4. Assist with group intercompany transactions and cash management.
5. Assist in ad hoc work as requested by the Finance Supervisor within the group.
6. Handle Accounts Payable and Accounts Receivable.
7. Ensure compliance with the Companies Act and local financial regulations

### Experience, Qualifications and Competencies:

- Degree in Accounting, Finance or related Field and ACCA (Partly qualified)
- Minimum 2-3 years' experience
- Work extensively in Excel to manage, analyze and consolidate financial data
- Use and maintain QuickBooks (Experience advantageous)
- Ensure all documentation and accounting records are properly maintained
- Team work and collaboration

Please submit your application to our Head of People and Culture at [jess@timeandtideafrica.com](mailto:jess@timeandtideafrica.com)