



ACCOUNTANT AND PAYROLL SPECIALIST. VILNIUS, LITHUANIA

WHY US?

Avion Express is a narrow-body ACMI (Aircraft, Crew, Maintenance, Insurance) and charter operator. Avion Express provides top-level short and long-term aircraft wet-leasing (ACMI) solutions and also offers its clients aircraft on a charter basis. The company operates an Airbus A320 family aircraft fleet.

Avion Express is looking for ambitious professionals to support the company's matters and further development of the company. The position is based in Vilnius, Lithuania.

The company creates a supportive work environment and conditions for employees to grow, both professionally and personally.

ARE YOU READY TO?

- Process monthly payroll for all employees, including accurate calculations of regular wages, overtime, bonuses, and various deductions, in compliance with relevant regulations;
- Collaborate with the HR department to ensure the accuracy of employee data and maintain payroll information for domestic and international employees;
- Carry out internal controls to ensure compliance with payroll regulations and mitigate risks associated with payroll processing;
- Communicate with employees regarding payroll in a professional and courteous manner;
- Assisting with VAT returns;
- Help with Fixed assets.

DO YOU HAVE WHAT IT TAKES?

- 2+ years of professional experience in the field of payroll accounting;
- University degree from a relevant field is preferred;
- Good knowledge of Lithuanian tax system;
- Attentive to detail, problem-solving attitude;
- English language skills, both written and spoken;
- Knowledge of Business Central, Navision or a similar ERP system is preferred.

DOES IT SOUND APPEALING?

- Position, based in Vilnius, Lithuania;
- Friendly atmosphere in a modern business center;

- Competitive salary (starting from 2700 - 3100 € gross, depending on your experience) and social benefits, including health insurance;
- Other benefits: lunch compensation, opportunity to book standby flights, access to the childcare room, gym for your physical and mental health (Mindletic), daily fruits and weekly pastries, birthday day-off, gifts for marriage, childbirth and other significant life occasions;
- Opportunities for professional and personal growth;
- Opportunity to work in a truly international business environment.

Salary: from 2700 € to 3100 € (brutto)

Avion Express is the largest narrow-body ACMI operator in the world. The company operates it's Airbus A320 family aircraft fleet across Europe, as well as Africa, South America and the Asia-Pacific region.