



ACCOUNTING SPECIALIST (FOR POOLING). TAGUIG, PHILIPPINES (THE)

Avia Solutions Group (ASG) Global Services Philippines is looking for an **Accounting Specialist** for pooling.

This position is based in the ASG Global Services Philippines office in BGC, Taguig, under a hybrid setup and working on the APAC/EMEA Time Zone.

About the Company

Avia Solutions Group (ASG) is the leading aviation business group, operating across all continents with offices in Ireland, USA, Asia Pacific, UAE, Lithuania, South Africa, and Australia. Backed by 14,000 highly skilled aviation professionals, the group is the largest global ACMI (Aircraft, Crew, Maintenance, Insurance) provider, operating a fleet of 200+ aircraft. The group also provides various aviation services such as MRO (Maintenance, Repair, and Overhaul), pilots and crew training, ground handling, and other interconnected solutions.

Role Overview:

The Accounting and Procurement Specialist is responsible for managing vendor and item master data, processing payments, and reconciling accounts. This role supports financial reporting by preparing journal entries and extracting reports. The specialist ensures accuracy and compliance in procurement and accounting processes while collaborating with relevant teams. Attention to detail and the ability to work independently in a fast-paced environment are essential for success in this position.

Key Responsibilities:

- Create and maintain Vendor, Item, and Fixed Asset Master Data in Business Central.
- Collate monthly goods and services received, perform GRN, and post invoices.
- Prepare bi-monthly payment lists for bank portal upload and weekly payments and receipts.
- Reconcile vendor balances and bank transactions regularly.
- Post monthly recurring GL journals (accruals and prepayments) and perform bank reconciliations.
- Extract Intercompany balances and prepare IC reports.
- Extract Trial Balance and prepare GRP reports.

What we are looking for:

- Bachelor's degree in Financial Management, Accounting, or any related course.
- Having at least 3 years of experience in finance, accounting, or procurement roles.
- Experience in Onestream or similar systems is a plus.
- Strong understanding of payment processing, reconciliations, and journal entries.
- High attention to detail and excellent organizational skills.
- Ability to work independently and meet deadlines effectively.

The Benefits of being part of our Team:

- Contribute to meaningful projects that shape the future, allowing you to grow professionally while making a real difference.
- Be part of a collaborative and inclusive environment where your ideas are valued, and innovation takes center stage.
- Benefit from personalized learning pathways, dedicated mentorship, and a clear trajectory for career advancement.
- Enjoy a flexible work culture and comprehensive benefits that support both your personal and professional well-being.
- Your efforts will be celebrated through competitive compensation and employee recognition programs designed to highlight your contributions.

A remote workforce service centre supporting Avia Solutions Group's ACMI airlines and MROs worldwide.