REF: MTA/JOB/2026/29

STEP ON BOARD

Manta Air

WE ARE HIRING

Position: Assistant Accountant

Key Responsibilities:

- Preparation of daily sales report and responsible for timely invoicing for the customers
- Prepare monthly, quarterly and annual financial statements in accordance with IFRS.
- Process Invoices, Payments, Journal entries and accounting transactions.
- Maintaining the AR and GL Entries and related reconciliations to ensure accuracy
- Maintaining the fixed assets register

Skills & Requirements:

- Partly qualified in a recognized professional accounting qualification such as CA, ACCA, CIMA, or AAT
- Educational background in Accounting, Finance, or Financial Reporting.
- Minimum of 2 years of relevant accounting experience.
- Proficiency in MS Office, particularly MS Excel.
- Experience with accounting software, preferably ACCPAC
- Excellent communication and interpersonal skills
- Ability to work independently, meet deadlines, and perform effectively under pressure

Salary & Benefits:

- Competitive salary depending on qualifications and experience
- Medical insurance coverage.

Work Site:

- Manta Air Headquarters, Male'

Application Submission:

- ✓ Manta Air Job Application Form (available on www.mantaair.mv)
- ✓ CV & Educational Certificates
- ✓ Police Report & National Identity Card (for Maldivians Only)

Send your application to **careers@mantaair.mv** with all the above documents and type the job reference number on the subject of your email.

Deadline for Application: 15 November 2026

Human Resources Department
Email: careers@mantaair.mv
Tel: (+960) 331 9911,
Manta Aviation Pvt. Ltd.
Kaneeru Villa, 4th Floor, Orchid Magu, Male', Maldives

ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED