

Job Title: Internship Program

About GSA Consulting Limited

GSA Consulting is a professional service firm specialized in accounting, tax and consulting services to companies in diverse sectors in Tanzania. Being one of the fast-growing consulting firms, GSA Consulting team has wide experience in serving the business community, government and government agencies in East Africa, and targets to build a reputation of providing first-class professional services

Job Responsibilities:

1. **Data Entry and Bookkeeping:** Interns will assist with data entry tasks, recording financial transactions, maintaining ledgers, and updating accounting records. This will help develop their attention to detail and familiarity with accounting software.
2. **Reconciliation:** Interns will help reconcile bank statements, accounts payable, and accounts receivable to ensure the accuracy and completeness of financial records.
3. **Assisting with Financial Reporting:** Interns will support the preparation of financial reports, such as income statements and balance sheets, under the guidance of senior accountants.
4. **Supporting Tax Compliance:** Interns will assist with basic tax-related tasks, such as gathering data for tax returns, preparing supporting documentation, and understanding tax regulations.
5. **Inventory Management:** In organizations that deal with inventory, interns may participate in tracking inventory levels and costs.
6. **Budgeting and Forecasting Support:** Interns will assist in the budgeting process by collecting and organizing data for budget preparation and forecasting.
7. **Financial Analysis:** Interns will help with basic financial analysis, such as reviewing financial statements and identifying trends, to support decision-making processes.
8. **Auditing Assistance:** In companies with internal audit functions, interns may assist auditors in reviewing financial records and internal controls.
9. **Learning and Professional Development:** Interns will participate in training sessions and workshops to enhance their accounting knowledge and skills.
10. **Collaborating with Team Members:** Interns will work closely with other members of the accounting team, contributing to a collaborative and supportive work environment.
11. **Software and Systems Training:** Interns will receive training in accounting software and financial systems used within the organization.
12. **Compliance and Regulation:** Interns will learn about relevant accounting principles and regulations to ensure that financial records are prepared accurately and in compliance with legal requirements.

Internship Program Details:

- Duration: One year
- Location: Dar Es Salaam, Tanzania
- Start Date: 1st September 2023
- Application Deadline: 18th August 2023
- Compensation: GSA applicable terms will apply

Who Are We Looking For:

We are searching for highly motivated graduates from reputable universities with degrees in the following fields:

- Accounting and Finance
- Taxation
- Business Administration
- Related fields

How to Apply:

If you are a recent graduate in one of the mentioned fields and eager to embark on a transformative internship journey, we encourage you to apply! Please submit your application to recruitments@gsaconsulting.co.tz with the subject line: "Application for Internship Program".

Your application should include the following documents:

- Updated resume showcasing your educational background, skills, and any relevant experiences.
- A compelling cover letter expressing your interest in the internship and your aspirations for your career.

Note: Only shortlisted candidates will be contacted for interviews.

Join GSA Consulting Limited in Dar Es Salaam and take the first step towards an exciting and rewarding career in the world of consulting.

GSA Consulting Limited

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