



## **JOB ADVERTISEMENT**

**BY**

**Worley Nuclear Services JSC**

Worley is a leading global provider of professional project and asset services in the energy, chemicals and resources sectors. We cover the full project lifecycle from guiding our customers with pioneering projects to finding innovative ways of sustaining and enhancing their existing assets. Our comprehensive geographic presence enables us to leverage global expertise and deliver innovative solutions locally, to meet our customers' needs.

We are committed to delivering sustained economic and social progress, creating opportunities for individuals, companies and communities to find and realize their own futures.

Due to the ever-growing work commitments of our Sofia office projects we are opening a position for Junior Accountant.

### **Duties and Responsibilities**

- Assist with filing, data entry, and recording and maintaining accurate and complete financial records.
- Work with bookkeeping software.
- Handle sensitive information with honesty and integrity.
- Take on additional tasks or projects to learn more about accounting and office operations.
- Aptitude for math, proficiency with computers.
- Strong verbal and written communication skills.
- High level of efficiency, accuracy, and responsibility.
- Motivation and strong desire to take on new challenges and learn as much as possible.

### **Experience and Qualifications**

- No job experience required;
- Good English proficiency;
- Computer Skills - MS Windows, MS Office;
- Experience with Oracle would be considered an advantage;

### **Education**

- Accounting and Finance and controls;

### **Special Job Requirements**

- Both written and oral communication skills;
- Willingness to work and interact with multidisciplinary team;
- Organizational skills.



### **What we offer**

- Work in a worldwide team of professionals and challenging projects;
- Hybrid form of work (combination of work from the office and work from distance) ;
- A package of social benefits and a friendly work environment.

Worley is an equal opportunity employer that believes in the benefits of a diverse and inclusive workplace. We encourage applications from diverse backgrounds representative of the countries and communities in which we operate.

If you feel like you are the candidate described above and would like to become part of our team, please send us your CV in English at [hr\\_bg@worley.com](mailto:hr_bg@worley.com) no later than 01 August 2022.