

# What does it mean to be an accountant?

When you are an accountant you have to provide financial information by researching and analyzing accounting data and preparing reports.

Financial information means the income and the expenses among other things.

You will also have to do some counseling in your company and make reports on the costs of production, the taxes and the investments.

## The Key Facts

Confidentiality is key in accountancy because if you reveal the financial information of a client they won't trust you anymore.

The salary will depend on your experience.

You can be an accountant or progress in the company and become the Head of the accountancy department and manage other accountants.



## What does the job involve?

- When you are an accountant you have to make sure the data is always accessible so database backups (put all the information on the computer and save it) are part of your job.
- You also have to control the security of the financial information by making internal controls to check that the staff is honest and serious in their job.
- You will have to prepare payments and also study the legislation to know what to do in some situations.

### Dead-line Oriented:

It is very important to respect dead-lines in this job because if you are late in your work, the whole company can have problems.

### Attention to Detail:

You will have to be very careful with your work, read it over several times to be sure give accurate information to the rest of the company. Being organized is important as

## Training

To become an accountant you have to obtain a degree at the Financial Institute of Cambodia for example (1-3 years).

You will also need to speak English and be able to use Microsoft office very well, especially Word, Excel and Power Point.

### Reporting and Researches:

You will have to give reports so your researches must be accurate and you must be clear.

### General Math Skills:

You need to be able to count and calculate percentages...so being good at math is paramount for this job.



## The Disadvantages

- ◆ You will have to work inside so if you are an outdoorsy person you will not like it.
- ◆ The work might be quite repetitive and boring if you are not interested.
- ◆ Sometimes you might have problems with corruption and lawsuits.
- ◆ It can be a lot of stress when you approach the dead-line and you will have a lot of responsibilities.

## The Advantages

- ◆ You will have regular hours so you will be able to spend time with your family and friends and entertain yourself.
- ◆ You will work in good conditions.
- ◆ It is possible to work in a company or to be a business owner and have your own company.
- ◆ You can also work in an NGO; you will have a lot of opportunities.
- ◆ Finally, the monthly salary will be regular.

