

Faculty : MANAGEMENT



Acronym : COMGEE

Option : Accounting and business management

Level : BTS

prerequisite: All BAC

Outlets

- Business accountant (SME)
- Accountant in a firm
- Accounting assistant in large companies
- Payroll manager
- Accounting manager
- Treasurer
- Management control

Description

The purpose of the Accounting and Business Management specialty is to provide students with the knowledge and know-how enabling them to translate in an accounting manner, all commercial or financial transactions and to establish the corresponding documents, to analyze the information at their disposal. to prepare management decisions.

Specific skills:

- Manage accounting, tax and social operations (keeping accounting books, drawing up financial statements, etc.)
- Analyze the profitability of the organization's activities
- Develop budgets and monitor their execution
- Centralize, organize and straighten company accounts
- Collaborate effectively with the leader in the management of the company
- Control and plan production
- Master basic accounting software.

Quality and skills :

- Have a good understanding of the economic and business environment;
- Master the computer tool;
- Master written and oral communication;
- To be able to lead a work team.

