



## Accounting Interns

### Who are we?

HOPE is a social enterprise startup that invests 100% of its profits to build much needed public school classrooms and other relevant high-impact ventures across the Philippines. In 2017, HOPE became the first and only B Corporation in the Philippines for meeting the highest standards of social and environmental impact. Hope was also recognized as Best for the World Honoree in 2018, 2019, and 2021 for its positive impact on the community.

### Who are we looking for?

We are looking for creative, innovative, collaborative, and problem-solver interns who are excited about to work independently in a fast-paced and entrepreneurial environment.

- Excellent track record of academic achievement, and/or proven record of leadership in school or through extracurricular activities
- Demonstrates exceptional analytical and quantitative problem-solving skills
- Go-getter and collaborative

### The opportunity:

As our Accounting intern, you will be assigned to the Accounting team responsible for the day-to-day financial and accounting operations of our growing company. Responsibilities will include:

- Maintaining book of accounts including preparation of journal entries
- Assisting in preparation of complete financial statements, payroll computation, and timely preparation of bank reconciliation
- Monitoring of Accounts Receivable and Accounts Payable
- Preparing of tax computations and returns
- Monitoring of monthly accruals and depreciation of fixed assets
- Ensuring the company books are following Philippine Financial Reporting Standard
- Implementing, maintaining and improvement of internal financial controls and procedures
- Physical inventory count as needed
- Other areas including but not limited to document verification, data entry operation, and administrative assistance

Candidates must be taking up Accountancy, Financial Management, Management Accounting, or any related courses.

This is a remote internship and will be working with the team based in the Philippines.

For interested applicants, you may email your CV / resume to [internships@generationhope.ph](mailto:internships@generationhope.ph).