

# VACANCY

## ACCOUNTS CLERK

A reputable company in the Penal area invites applications for the position of **Accounts Clerk**.

### Duties:

Accounting, Bookkeeping, General Ledger Management.

### Requirements:

- ✓ Accounting qualification from a recognised Institution
- ✓ Minimum 2 years' experience in accounting/ bookkeeping
- ✓ Proficiency in QuickBooks or Sage and Microsoft Office
- ✓ Strong organisational and communication skills

**Send detailed application to:**

**[sunilmaharajconsultancyservice@gmail.com](mailto:sunilmaharajconsultancyservice@gmail.com)**