



DEPARTMENT: ACCOUNTING

JOB CODE: #A001

POSITION: ACCOUNTS PAYABLE CLERK

ROLE: JUNIOR

EMPLOYMENT TYPE: PART-TIME

LOCATION: INDIA

QUALIFICATIONS & SKILLS-SET

- Bachelor's or Master's degree in Accounting.
- 2-4 years in accounting.
- Strong understanding of General Ledger system and Accounts Payable processing.
- Should be proficient in at least three of the following ERP products: Microsoft Office Suite, Quick Books, NAV, Oracle NetSuite, Tally, SAGE, SAP ERP.
- Proficient in advanced Microsoft Excel.
- Strong organisational, analytical and reporting skills.
- Detail oriented.
- Team player.
- Should exhibit keen interest in latest technologies.

LEVEL

Junior level

INDUSTRY EXPERIENCE

Any

EMPLOYMENT TYPE

Part-time

JOB FUNCTIONS

Accounting/Finance

Please send your updated CV in MS-Word or PDF to careers@financetechunlimited.com