



Accountant

- **Vacancy for:** 1
- **Posted on:** Nov. 1, 2018
- **Deadline:** Dec. 1, 2018, 11:55 p.m.

Basic Job Information

Job Category : Accounting / Finance
Job Level : Mid Level
Employment Type : Full Time
Job Location : Kathmandu
Offered Salary : Negotiable

Job Specification

Education Level : Under Graduate (Bachelor)
Experience Required : More than or equal to 1 year
Professional Skill Required : Communication

Other Specification

- Must have completed Bachelor Degree
 - Minimum 1 year of experience in related field
 - Able to work under pressure
 - Able to work independently
 - Good communication skills
 - Should have knowledge of MS office package and account software
 - Ability to handle accounting transaction
 - Should have good knowledge in accounting software
 - knowledge of VAT entry and tax as per government rule
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Job Description

- Handle all transactions related to accounts
 - Prepare profit and loss statements and monthly closing and cost accounting reports
 - Analyze and review budgets and expenditures
 - Maintains customer confidence and protects operations by keeping financial information confidential
 - Should monitor and support taxation Issues
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Applying Procedure

Apply Link : <https://merojob.com/accountant-1143/>

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