



Assistant Accountant

- **Vacancy for:** 5
- **Posted on:** Aug. 25, 2017
- **Deadline:** Sept. 1, 2017, 5 p.m.

Basic Job Information

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

Job Specification

Education Level	: Under Graduate (Bachelor)
Experience Required	: More than 3 years
Professional Skill Required	: • Must Have Knowledge Of Accounting Software

Other Specification

- Must have knowledge of Accounting software
- Ability to handle accounting transaction
- Must have good command over written and spoken English
- Must have good knowledge of MS Office
- Must have leading capacity

Job Description

- Taking care of day to day transaction with minimum or no supervision
- Maintain ledger, cash, sales and purchase book etc
- Reconciliation
- Leading account department
- Other accounting jobs

Applying Procedure

Apply Link : <https://merojob.com/assistant-accountant-60/>

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