

## Accountant Job At Smart Solar

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Company: Smart Logics

Location: Lahore

Category: business-and-financial-operations

Accountant Job At Smart Solar Smart Logics, Pakistan Develop and maintain financial data bases, computer software systems and manual filing systems Input and handling of financial data and reports for the company's automated financial systems Assist seniors of the department to liaison in between Any other task assigned by the seniors. Keeping a watch on all the office supplies and replenishing the stock with new thing as they run out Job Specification 1. Maintain accounts 3. Create Invoices/Delivery Challans To lead, supervise entire functions and roles of Accounts, Finance, Taxation and Secretary works. To manage Accounts and Finance Department seperately To look after and process International Trade/Imports Information Technology and Services - Lahore, Pakistan

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